A black and white photograph of a church steeple, partially obscured by the bare branches of trees. The steeple is dark and silhouetted against a lighter sky. The branches are intricate and spread across the upper and right portions of the frame. The text 'ACTON ANNUAL REPORT 1977' is printed in a bold, sans-serif font on the right side of the image.

# **ACTON ANNUAL REPORT 1977**

## **OFFICE HOURS**

Town Office (Selectmen, Town Manager)	8-4:30 (Tues. 7:30 p.m.)	Town Hall	263-2761
Town Clerk	8-4:30 (Tues. 7:30-8:30 p.m.)	Town Hall	263-2761
Treasurer and Collector	8-4:30 (Tues. 7:30-8:30 p.m.)	Town Hall	263-7018
Assessors	8-4:30 (Tues. 7:30-8:30 p.m.)	Town Hall	263-2966
School Superintendent	8-4:30	A-B Regional H.S.	263-9503
Asst. School Superintendent	8-4:30	A-B Regional H.S.	263-9503
Board of Health	8-4:30	Forest Road	263-4736
Veterans' Agent	8-4:30	Town Hall	263-2761
Library Hours:			
Memorial Library	Mon.-Fri., 9 a.m. - 9 p.m. Saturday, 9-5 p.m. Sunday, 2-5 p.m. (in Winter Months)		263-2232
Citizens, West Acton	Mon., 7-9 p.m. Tues.-Fr., 10-5 p.m.		263-9222

## **MEETINGS**

Annual Town Election  
Annual Town Meeting  
Appeals Board

Assessors  
Building Committee

Conservation Commission

Finance Committee  
Board of Health

Historical Commission  
Library Trustees-Memorial  
Library Trustees-Citizens  
Planning Board  
Recreation Commission  
School Committee: Regional  
Local

Selectmen  
Youth Commission

## **DAY & TIME**

1st Monday in April  
2nd Monday in April  
2nd Monday of each month  
or when necessary  
1st Tuesday of each month 4:30 p.m.  
1st and 3rd Monday of each month,  
7:30 p.m.  
1st and 3rd Wednesdays of each month,  
8:00 p.m.  
Thursdays as needed, 7:30 p.m.  
2nd and 4th Tuesday of each month,  
7:30 p.m.  
2nd Wednesday of each month, 8:00 p.m.  
1st Thursday of each month, 7:45 p.m.  
4th Tuesday of each month, 7:00 p.m.  
Every Monday, 8:00 p.m.  
1st Tuesday each month, 8:00 p.m.  
2nd and 4th Thursday of each month,  
7:30 p.m.  
3rd Thursday of each month, 7:30 p.m.  
Every Tuesday at 7:30 p.m.  
1st and 3rd Tuesday of each month,  
8:00 p.m.

## **PLACE**

Precinct Fire Stations  
Blanchard Auditorium  
Town Hall

Town Hall  
Guidance Library at  
High School  
Hearing Room-Forest Road

Jr. High School-Room 312  
Hearing Room-Forest Road

Hearing Room-Forest Road  
Memorial Library  
Citizens Library  
Hearing Room-Forest Road  
Hearing Room-Forest Road  
Jr. High School Music Room

Jr. High School Music Room  
Town Hall  
Jr. High School-Room 310



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Acton Annual Report

NOT FOR CIRCULATION

Acton Memorial Library

Acton, Mass.

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2000 0000







# **1977 ANNUAL REPORTS**



## **TOWN of ACTON**

**MASSACHUSETTS**

**TWO HUNDRED AND  
FORTY-SECOND  
MUNICIPAL YEAR**

**For the year ending  
December Thirty-First**

# National, State and County Officials

For 1977

President

JAMES E. CARTER

Vice-President

WALTER F. MONDALE

Governor  
of the  
Commonwealth of Massachusetts

MICHAEL S. DUKAKIS

Lieutenant Governor

Thomas P. O'Neill III

Secretary of the Commonwealth

Paul H. Guzzi

Treasurer and Receiver General

Robert Q. Crane

Auditor of the Commonwealth

Thaddeus Buczko

Attorney General

Francis X. Belloti

Senators in Congress

Edward W. Brooke  
Edward M. Kennedy

Representative in Congress  
5th Congressional District

Paul E. Tsongas

Councillor, 3rd Councillor District

Herbert L. Connolly

Senator, Middlesex-Worcester District

Chester G. Atkins

Representative in General Court  
48th Middlesex District

John H. Loring

County Commissioners

John L. Danehy  
S. Lester Ralph  
Michael McLaughlin

Clerk of Courts, Middlesex County

Edward J. Sullivan

Register of Deeds, Middlesex South District

John F. Zamparelli

County Treasurer

Thomas B. Brennan

Register of Probate and Insolvency

John V. Harvey

District Attorney

John J. Droney

County Sheriff

John J. Buckley

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## Credits

The 1977 Acton Town Report looks considerably different from its counterparts in years past. It has been redesigned to eliminate wasted space (and thus to save money), make it more readable, and at the same time preserve the informative substance it has traditionally offered town residents. Credit particularly should go to The Rene Press of Fitchburg, whose staff aided in this redesign effort.

Many of the photographs in the 1977 Town Report first appeared in the pages of *The Acton Minuteman*. Our thanks to Editor Gregory M. Jarboe and photographers Katharine S. Kolowich, Richard Dugas, and F. James

Carr. Original Town Report photographs were taken by Michael E. Kolowich. Still others were supplied by the Acton Recreation Commission (photos by G.B. Williams, Jr.) and by Minuteman Regional Vocational Technical School.

Finally, we would like to express particular appreciation to Raymond A. Shamel, who assembled the memorial paragraphs to our departed neighbors, Florence Merriam and Albert Jenks.

*The Town Report Committee*  
Michael E. Kolowich  
Katharine S. Kolowich  
Nollie Srivastava

**"In Memoriam"**  
**FLORENCE MERRIAM**  
**1894 1977**

On December 1, 1977 this community lost an energetic and charming person, an enthusiastic teacher of local history, who installed in hundreds of Acton school children a deep and abiding appreciation of our nation. Miss Merriam taught in Acton schools from 1927 until she retired in 1962 when she was honored by having an Acton Public School named for her. There she continued, on occasion, to delight students with a sample of her outstanding teaching ability.

For the Acton Historical Society, which she served as a member of the Board of Directors, Miss Merriam was Chairman of the Aquisitions Committee, receiving, cataloging, and caring for all the historical material presented to the Society, using methods which she adopted after thorough research.

Miss Merriam also served the community as a member of the Board of Directors of the Acton Memorial Library for thirty years, providing not only her good counsel but also her services and special knowledge in receiving, cataloging, and caring for historical aquisitions.

The death of Miss Merriam is a great loss to the community, and one which has especially saddened members of the Acton Historical Society. However, we can be pleased that we have been associated with her, proud of her service to our community as an inspiring teacher and historian, and take pleasure in lovingly remembering her wonderful personality.

R.A.S.

*"In Memoriam"*  
**ALBERT JENKS**  
 1890      1977

Christian gentleman, agriculturalist, teacher, home builder, entrepreneur, businessman, and philanthropist.

Fatherless at the age of five because of a mill accident, Albert Jenks delivered papers, raised vegetables and chickens to help support his mother and sister. He entered the Mass. Agricultural College (later The University of Mass.) without funds, sleeping in the plant house, cooking his own meals, and working long hours to pay his college expenses, yet graduating with honors to become the first Agricultural Agent in New England, and later the first for Middlesex County. He established the Waltham (agricultural experimental) Field Station.

In 1920 he bought his first farm in Acton and Harvard, eventually keeping over 5,000 chickens, harvesting over 35,000 bushels of apples per year, and operating the largest raspberry farm in the state. As a result of a very damaging ice storm in 1922, he established a tree trimming and landscaping company that serviced all of Massachusetts and parts of the surrounding states.

He served as Selectman in 1924-5-6 and in other town positions. He was the prime mover in the organization of The Nashoba Fruit Growers Assoc. and the Middlesex Poultry Association.

Farming in Florida in the winter of 1926-7, he discovered the control for a disease that was destroying the state's vegetable industry. In recognition of this he was presented before the State Legislature which then established the Lake Okeechobee Agricultural Experimental Station to continue his work.

Albert Jenks returned to his Acton farm and was selected to head the WPA Agricultural Projects in Middlesex County. As W.W.II approached he pioneered in refrigerated storage of fruits and vegetables, extending this work to include locker freezer service for families, including a butchering service to provide meats. This was the largest operation of its kind in New England.

After the 1938 hurricane which destroyed his orchards he converted his land to building lots and salvaged lumber from uprooted trees to become a home builder. As W.W.II ended he built hundreds of attractive homes in Indian Village, Robbins Park, Minuteman Ridge, and other excellent real estate developments, attracting hundreds of fine families to Acton.

He saw Acton change from a rural community to one of Boston's most desirable suburbs. He applauded the development of Acton's Patriots Day Program and encouraged the reactivation of The Acton Historical Society. In 1965, Mr. and Mrs. Albert Jenks were selected by The Acton Public Ceremonies & Celebrations Committee to be Acton's first "Patriots of the Year".

Albert Jenks' contributions for the benefit of his fellowmen amounted to a very impressive several hundred thousand dollars. Mr. and Mrs. Albert Jenks lived in a very simple but adequate way, spending far more upon others than they ever spent upon themselves. They loved their country, their Town of Acton, their work, their family, and each other, and they loved their fellowman. They both worked very industriously, creatively, and productively over the long span of their years and apparently loved every minute of it.

Both have left us, yet both are with us forever in the many good works that remain as a monument to them. They seemed dedicated to leaving the world a better place than they found it, and they were certainly exceptionally successful.

Many will remember seeing Albert Jenks, this man who has done such great and generous things, walking along Central Street in his later years, on some errand or just for exercise, carrying a bag in which he put trash that he picked up along the way to help in even this way to make his, and our, Acton a cleaner and prettier place to live.

Albert Jenks, a wonderful man!

R.A.S.



# Administration





## Town Manager

I wish to extend my appreciation to the Acton Board of Selectmen. Any success I may have had during this past year is due to the guidance, wisdom, patience and support extended by the board to the Town Manager. I extend a farewell to two members who have both been my employers, but more importantly friends, when I needed assistance. It has been a pleasure to work with such fine gentlemen as Selectman Stephen G. Lewis and John H. Loring over the past several years. Their knowledge and expertise in local government affairs and management will be greatly missed.

The calendar year of 1977 is in many ways similar to 1976, the property taxes continue to be of concern in the Town of Acton but the same is the case in every city and town within the Commonwealth. Citizens are continually asking about the mounting tax rate. The causes for the rise are attributed to normal inflation rates which do not have a corresponding increase in revenues as an offset to the tax rate. Sources of revenue appears to be leveling off yet the demand for services and functions of government continue to grow. The assessed value of the Town increases at a rate less than the tax demands, state reimbursements from the Cherry Sheet have plummeted to an all time low last year. The factors such as inflation, lower state reimbursements, demand for more services influences the tax rate; and real estate taxes are the prime source for revenue.

In the preparation of the upcoming fiscal 1979 budget; where possible, we have held to a policy of no new personnel; we have reduced overtime expenditures substantially; and we have postponed some capital outlay programs where it was appropriate to do so. But these measures are very limited in controlling the tax rate, many outside factors beyond our control influence our financial standing - schools, local, regional, vocational, the County budget, etc.

The bonded indebtedness status of the Town of Acton is in an excellent position. Comparing our community with any other, the town has taken a wise course in limiting the debt standing of the Town which influences our double AA rating with Moody's. The Town of Acton had been requesting a state audit since April 1975, and to our pleasure the state Bureau of Accounts have initiated their audit on July 23, 1977. They will conclude their work sometime in February 1978. They have had to research as far back as four years for auditing the Town of Acton, Regional School District, Memorial Library and the Acton Water District. We hope that the audit report will be available for admission in next year's Annual Report.

I wish to thank every department head, employee and volunteer committee person for their cooperation and understanding in this past difficult year. Financial restraints being the way they were and may continue in



the near future, many have had to restrict their goals for departmental improvement.

I am extremely proud to state to the citizens of this community that they have, in my estimation, the most dedicated and conscientious group of employees working in their behalf. Reflected in the numbers of men assigned to the Highway Department, the condition of our streets and roads are in excellent shape compared to our surrounding neighbors. The police and fire department personnel continue to exemplify professionalism and high concern for public safety even considering the lack of appropriate manpower available to them. My office is

continually inundated with letters from citizens who are pleased in having such fine services delivered by all town departments and personnel.

I will continue to provide open lines of communication to my office. Any citizen who has difficulties in receiving a service that is or should be provided by the Town of Acton will find that my office will be available to help. I solicit your support and understanding in making 1979 a productive year and government more responsive to your needs.

Christopher J. Farrell,  
*Town Manager*





## Board of Selectmen

1977 has been a challenging year for the Board of Selectmen in formulating policies for long-range planning, licensing, site plan approvals, free-standing signs and financial considerations of the Town of Acton.

Following the eight session annual Town Meeting of 1977, the Board re-organized as follows: Julia D. Stevens, chairman; Alfred F. Steinhauer, vice-chairman; John H. Loring, clerk; and Joan N. Gardner and Stephen G. Lewis, members.

With the acceptance of Chapter 808 of the General Laws at the Town Meeting, Acton now has an up-to-date zoning bylaw with jurisdiction for free-standing sign permits residing with the Board of Selectmen. The Board has an established policy and criteria by which decisions regarding sign applications are reached.

During the year considerable effort has been expended by the Board and by our town departments and committees, in planning for solid waste management and waste water management. The Board has directed the Engineering Department to proceed with preliminary drawings for the Kennedy land-fill site in North Acton. The Board realizes that if a regional solution to disposal of solid waste is not feasible prior to 1982, the North Acton site will need to be utilized.

The Board has discussed and given direction to our Waste Water Management committee which is currently directing the firm of Anderson & Nichols in the study of alternative methods of waste water management. Town Meeting voted \$70,000 two years ago to undertake this comprehensive study, which will be completed in the fall of 1978.

In addition, the Board has expended many hours on the SuAsCo study, another waste water management study completed by the MAPC. With the competent assistance of our Planning Board, Board of Health, Conservation Commission, Waste Water Management Advisory Committee, MAPC representative and the departments of engineering and building, the Board was able to refute the conclusions of the SuAsCo study which indicated that large areas of Acton should be sewered.

In traffic planning, the Board has approved preliminary plans for the re-design of Kelly's Corner to improve the hazardous traffic situation there, and recommended that a study be undertaken of the Central Street-Massachusetts Avenue intersection. This latter proposal was not approved by the voters at the Special Town Meeting in November.

The Board held a public hearing in September to ascertain citizens' wishes regarding the Hosmer Street intersection on Route 2 and subsequently has recommended the continued temporary closing of that intersection until traffic lights can be installed. The Board also requested traffic lights for the Wetherbee-School Street intersection. The Board will continue to request safety

improvements for Route 2 and vehemently opposes the closing of the other intersections. Our long-range goal includes bridges over all intersections along Route 2.

The most visible accomplishment in planning this year has been the construction of our new Commuter Parking Facility in South Acton. Four years ago, the Board, realizing a need for increased parking space for over 200 daily train commuters, directed TBLAC to search for a suitable parcel of land. In October 1975, the Town Meeting approved the purchase of five acres adjacent to the railroad line in South Acton. With the invaluable assistance of Senator Atkins, Representative Loring, and our Town Manager, Christopher Farrell, we were able to obtain a state transportation bond subsidy of \$90,000 with which our town Engineering and Highway Departments were able to design and construct this unique parking area. The Board expects that ridership on the South Acton to Boston train line will increase substantially, thus lowering the Town's annual assessment to the MBTA, as well as contributing to energy savings for the region.

In another area of planning for the future, the Board has consistently favored the acquisition of land for conservation purposes which meets the following criteria: location near a center of population, visibility from adjacent streets, and versatility for passive recreational uses. At the special Town Meeting in November, the purchase of 15 acres of land belonging to Dr. and Mrs. Edward Bridges in Acton Center was again approved by the voters, following a major misunderstanding about the legal uses of the property at the previous Spring Town Meeting. This acquisition should prove a major benefit to future generations who will be able to enjoy the Acton Center Park.

The Board has been involved in discussions this year with the Permanent Building Committee, as to the site for a future Town Hall. Agreement has been reached that the present town hall constitutes the most suitable location for the future. By utilizing Goward Field for parking and purchasing adjoining land for a playground area, an addition to the present town hall would meet the Town's governmental needs for at least 50 years. However, while recognizing the crowded conditions in which employees work and our town boards and committees operate, the Board has concluded that expansion of the present town hall must wait another year until Acton's financial picture is improved.

The Board has approved a total of 21 site plans for new businesses and industries in Acton, a clear indication of Acton's suitability and popularity for growth. The site plan bylaw is working well and provides numerous safeguards for the owners as well as abutters to the properties under consideration.



**At Town Meeting, Left to Right: Selectmen Joan N. Gardner, Stephen A. Lewis, Julia D. Stevens, John H. Loring, and Alfred F. Steinhauer.**

In the sensitive area of liquor and common victualler licensing, the Board has tried to treat each applicant individually, ascertaining the merits and or problems of each case, while keeping in mind the best interests of the Town as a whole.

The Board has spend considerable time also with such matters as the possibility of a regional dispatch center for fire and ambulance service, discussion and assistances with the Housing Authority on plans for their housing for the elderly project, collective bargaining, and discussions with other departments, boards and committees regarding their ideas for future programs and land acquisition within the Town.

The Town was able to keep to a minimum 8% tax increase this year in spite of reduction in state aid. This was primarily due to the many hours of careful scrutiny of the budget by the Selectmen and the Finance Committee, and the excellent supervision given to our departments by our Town Manager. The Selectmen's policy of no new employees or programs was a reaffirmation of last year's policy and was due to the national recession and a substantial decrease in state aid. However, Acton is still growing and we eventually must hire more employees and institute new programs in order to meet the physical and social needs of our citizens.

In November, the anticipated move to 100% assessment for the town was accomplished by the Board of Assessors. While a number of problems have been identified with the program in various areas, the Board believes that errors will be corrected before the next tax billing date of November 1, 1978. The evaluation process of the program will begin soon after January 1, 1978. The Board anticipates that much valuable information regarding the entire assessment process will be corrected to assure fair and equitable assessments for all.

The Board notes with sorrow the passing of three long-time residents of Acton. Miss Florence Merriam, Mr. Albert Jenks and Mr. Thornton Schoch made many valuable contributions to the Town for which they will be long remembered.

The Board of Selectmen wishes to thank the following persons who resigned over the year for thier time and effort in behalf of the town. They include Charles Kadison, Youth Commission; Robert Caldwell, Recreation Commission; Allen Wong, Waste Water Management Committee; William Kingman, Louise Malcolm, Gerald Portyrata, James McPadden, Finance Committee; Harry Berkshire and Donald Felt, Transportation Advisory Committee; Margaret Farrell, Personnel Board; Allen Blankenship, Planning Board; and Joseph Guertin, Conservation Commission.

On behalf of the whole Town, the Board wishes to thank Virginia Milbery for her services to the people of Acton. She retired on the last day of this year, having served the town faithfully and well for more than 42 years. Her cheerful countenance and competent assistance will be missed by all who have business to conduct in the Town Clerk's office.

Lastly, the Board of Selectmen wishes to thank all the persons who are involved in our town government, either as employees or as volunteers, for their invaluable help in providing efficient services and competent planning for the future of Acton. Their efforts ensure that Acton will continue to be a pleasant town in which to live and work.

Julia D. Stevens, *Chairman*  
 Alfred F. Steinhauer, *Vice-Chairman*  
 John H. Loring, *Clerk*  
 Joan N. Gardner  
 Stephen G. Lewis  
*Selectmen*



**ELECTED TOWN OFFICERS**Term  
Expires**MODERATOR**

Donald MacKenzie 1978

**SELECTMEN**

Stephen G. Lewis 1978  
 John H. Loring 1978  
 Julia D. Stevens 1979  
 Alfred F. Steinhauer 1980  
 Joan N. Gardner 1980

**LOCAL AND REGIONAL SCHOOL COMMITTEES**

Robert Evans, Jr. 1978  
 Norman D. Lake 1978  
 Francis M. Joyner, Jr. 1979  
 Alice E. Klemmer 1979  
 Anne H. Ridley 1980  
 James T. O'Rourke 1980

**TRUSTEES OF MEMORIAL LIBRARY**

Vincent Parrella 1978  
 Persis R. Green 1979  
 Nancy K. Gerhardt 1980

**ACTON HOUSING AUTHORITY**

Thomas J. Ahern, Jr. 1978  
 \*Patience H. MacPherson 1978  
 \*\*James Sargent 1978  
 Robert J. Storella 1980  
 Ann M. Courtright 1981  
 Paul G. Der Ananian 1982

**TRUSTEES OF ELIZABETH WHITE FUND**

Eleanor P. Wilson 1978  
 Helen B. Allen 1979  
 Hazel P. Vose 1980

**TRUSTEES OF WEST ACTON FIREMEN'S RELIEF FUND**

H. Stuart MacGregor 1978  
 James B. Wilson 1979  
 Frederick A. Harris 1980

**TRUSTEES OF ACTON FIREMEN'S RELIEF FUND**

John F. McLaughlin 1978  
 Richard A. Lowden 1979  
 T. Frederick S. Kennedy 1980

**TRUSTEES OF CHARLOTTE L. GOODNOW FUND**

Nancy Anne Gilberti 1978  
 Thelma L. Boatman 1979  
 James N. Gates 1980

**TRUSTEES OF THE CITIZENS LIBRARY ASSOCIATION OF WEST ACTON**

Corinne Merkh 1978  
 Marie G. Reid 1979  
 Betty L. Boothby 1980

**APPOINTMENTS  
MADE BY MODERATOR****FINANCE COMMITTEE**

\*\*\*Thomton Schoch 1978  
 \*\*E. Wilson Bursaw 1978  
 Mary R. McCarthy 1978  
 Donald F. McGuinness 1978  
 David T. Barrat 1979  
 \*Gerald W. Portyrata 1979  
 \*\*Joyce E. Foley 1979  
 \*James J. McPadden 1979  
 \*\*Brent A. Wilkes 1979  
 John B. Gmeiner 1980  
 Matt L. Mleziva 1980  
 Marilyn Peterson 1980

**MINUTEMAN REGIONAL VOCATIONAL  
TECHNICAL SCHOOL DISTRICT COMMITTEE**

Charles E. Courtright 1978

**APPOINTMENTS MADE BY  
SELECTMEN****ADVISORY COMMITTEE ON  
SOLID WASTE MANAGEMENT**

Alan Merrill 1978

**ADVISORY COMMITTEE ON TRANSPORTATION**

Anne Fanton 1978  
 Frank R. Flood 1978  
 William J. Soule 1978  
 Carol Stimmel 1978

**ARCHIVES COMMITTEE**

Joyce C. Woodhead 1978  
 Minetta D. Lee 1978  
 T. Frederick S. Kennedy 1978

**BOARD OF APPEALS**

Herman Vanderwart 1978  
 Edward G. Schwarm 1979  
 Harold W. Flood 1980

**ASSOCIATE MEMBERS**

John F. Pasioka 1978  
 Marion H. Maxwell 1979

**COMPUTER ADVISORY COMMITTEE**

George O. Gardner 1978  
 Julius L. Marcus 1978  
 Paul M. Wexelblat 1978  
 Lelah M. Willoughby 1978

**CONSERVATION COMMISSION EASEMENT  
AD HOC COMMITTEE**

Joyce E. Foley  
 Margaret B. Kinzie  
 Lorens A. A. Persson

**ELECTION OFFICERS****Precinct 1**

Warden Irene F. McLaughlin  
 Deputy Warden John F. McLaughlin  
 Clerk Barbara M. Mulvey

\*Resigned

\*\*Replacement



Deputy Clerk	Violet M. Perry	Lea B. Pendleton	1979
Inspectors	Barbara Nylander	Neal A. Grolnic	1980
	Margaret Schene	William R. Becklean	1981
Deputy Inspectors	Theresa M. Carroll	Charles W. Burnham	1982

	Gail J. Roche
Tellers	Frances L. Collins
	Nancy Anne Gilberti
	Lela Balcom
	Frances Hirsch
	Mona V. Melymuka
	Nancy L. Miller

## Precinct 2

Warden	Margaret Larsen
Deputy Warden	Elsie T. Winslow
Clerk	Bertha Carr Tucker
Deputy Clerk	Irene Young
Inspectors	Martha I. Lowden
	Barbara V. Woodward
Deputy Inspectors	Hazel P. Vose
	Helen M. Young
Tellers	Ruth R. Phelps
	Marianne Vamo
	Charlotte E. Wetherbee
	Joan E. Nelson
	Jean Ann Dingee
	Lorraine O. Condon

## Precinct 3

Warden	Barbara J. McPhee
Deputy Warden	Katherine E. Arnold
Clerk	Dolores R. Nowokunski
Deputy Clerk	Kathleen B. Williams
Inspectors	Clare V. Peterson
	Elizabeth Charter
Deputy Inspectors	Genervieve L. Hatch
	Lydia Lesure
Tellers	Janet A. Bubier
	Anna G. Mahar
	Marian J. Meigs
	Esther Perry
	Dorothy L. Harding
	Barbara E. Neagle

## HISTORIC DISTRICT STUDY COMMITTEE

William Klauer	1979
Robert Z. Niland	1980
Robert H. Nylander	1980
Richard J. O'Neil	1980
Gladys S. Wootton	1980

## PERSONNEL BOARD

* Donald MacKenzie	1978
** Walter E. C. George	1978
Walter L. Levensaler	1978
Richard P. O'Brien	1979
Henry M. Young	1979
John J. Bush, Jr.	1980

## PLANNING BOARD

* Joyce E. Foley	1978
** Lane W. Kirkpatrick	1978

Lea B. Pendleton	1979
Neal A. Grolnic	1980
William R. Becklean	1981
Charles W. Burnham	1982

## REGISTRAR OF VOTERS

Elizabeth A. Barbadoro	1978
David E. Driscoll	1979
George F. Tuttle	1980

## TOWN ACCOUNTANT

W. Roy Wetherby	1978
-----------------	------

## TOWN MANAGER

Christopher J. Farrell	1978
------------------------	------

WASTE WATER MANAGEMENT  
ADVISORY COMMITTEE

Daniel J. Costello	1978
John W. Guswa	1978
Richard H. Rogers	1978
* Alan K. Wong	1978

## APPOINTMENTS MADE BY TOWN MANAGER REQUIRING APPROVAL OF THE BOARD OF SELECTMEN

## BOARD OF ASSESSORS

David J. Allen	1978
Richard W. Remmy	1979
Lorens A. A. Persson	1980

## CONSERVATION COMMISSION

Ann W. Chang	1978
Dorothy B. Stonecliffe	1978
Judith A. Clark	1979
Brewster Conant	1979
Donald C. White	1979
Edward A. Chambers	1980
Thomas W. Tucker	1980

## HISTORICAL COMMISSION

Anita Dodson	1978
William Klauer	1978
Robert N. Nylander	1979
Stanley L. Smith	1979
Marian E. H. Houghton	1980

## TOWN CLERK

Charles M. MacRae	1978
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## TOWN COUNSEL

Acheson H. Callaghan, Jr.	1978
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## TOWN TREASURER &amp; COLLECTOR

* Geoffrey M. Weaver	1978
Daniel J. Breslin	1978

## YOUTH COMMISSION

* Lydia E. Lesure	1978
** William L. Ryan	1978
Cornelia O. Huber	1978
Marilu G. Nowlin	1978

Hayden A. Duggan	1979
*Charles G. Kadison	1980
**Helen T. Berger	1980
Robert L. Caldwell	1980

### **APPOINTMENTS MADE BY TOWN MANAGER**

#### **ADMINISTRATIVE ASSISTANT TO THE TOWN MANAGER**

Joseph W. Nevins	1978
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#### **ASSISTANT ASSESSOR**

Ralph E. Dodge	1978
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#### **BOARD OF HEALTH**

Edwin Richter	1978
David M. Ogradnick	1979
Donald R. Gilberti	1980

#### **BUILDING COMMISSIONER**

Don P. Johnson	1978
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#### **LOCAL BUILDING INSPECTOR**

William B. Tobin	1978
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#### **CEMETERY COMMISSIONERS**

Harlan E. Tuttle	1978
Howard F. Jones	1979
Charles F. Putnam	1980

#### **CONSTABLES**

David J. Carpenter	1978
David J. Allen	1978
Frederick J. Hryniewicz	1978
T. Frederick S. Kennedy	1978
Charles A. Morehouse	1978
Robert S. Rhodes	1978

#### **CONSTABLE - SPECIAL - DEPUTY COLLECTOR**

Frederick Perry	1978
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#### **SPECIAL CONSTABLE FOR THE ENFORCEMENT OF THE WETLANDS PROTECTION ACT AND RULES AND REGULATIONS GOVERNING THE USE OF CONSERVATION LAND**

Conrad I. Berlied	1978
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#### **COUNCIL ON AGING**

Minetta D. Lee	1978
Joseph S. Mercurio	1978
Geraldine H. Reynolds	1978
James H. Sargent, Jr.	1978
Ethel Mitchell Smith	1978
*Margaret L. Squatriglia	1978
Anne T. Staples	1978
Barbara Tannuzzo	1978

#### **DEPUTY BUILDING INSPECTOR**

David F. Abbt	1978
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#### **DEPUTY DIRECTOR OF CIVIL DEFENSE**

Robert H. Guba	1978
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#### **DEPUTY FOREST WARDEN**

Edward Belmont	1978
Donald F. Copeland	1978
Clarence G. Frost	1978

#### **DEPUTY INSPECTOR OF GAS PIPING & GAS APPLIANCES**

Warren E. Bemis	1978
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#### **DEPUTY INSPECTOR OF WIRES**

Lawrence I. Tucker	1978
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#### **DEPUTY SEALER OF WEIGHTS & MEASURES**

Alan Wilson Saunders	1978
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#### **DIRECTOR OF CIVIL DEFENSE**

Donald W. Macaulay	1978
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#### **ADVISORY COMMITTEE FOR CIVIL DEFENSE**

Lawrence M. Hill	1978
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#### **CIVIL DEFENSE MEDICAL TEAM**

(Mary) Ellen Lambert	1978
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#### **DIRECTOR OF PUBLIC HEALTH**

Steven Calichman	1978
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#### **DOG OFFICER**

Patrick Palmer	1978
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#### **FENCE VIEWER**

David F. Abbt	1978
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#### **FIELD DRIVER**

William J. Durkin, Jr.	1978
James Kazokas	1978

#### **FIRE CHIEF**

Malcolm S. MacGregor	1978
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#### **FIREMEN**

##### **(Standing Appointments)**

##### **Captains**

Edward Belmont	Clarence G. Frost
Donald Copeland	David Spinney

#### **Lt. Officer In Charge Of Fire Prevention Bureau**

Robert C. Craig

#### **FIREFIGHTERS**

Forrest Emerson Bean, III	Carl Robinson
Timothy Blaisdell	Malcolm Perkins
David Calkins	William M. Primiano
Bernard Caouette	Peter Alan Robinson
Joseph Conquest	Paul Simeone
Wayne Arthur Decker	Wm. H. Soar, Jr.
Milton Hart	Charles Sweet
Clifford Kenneth Hicks	John Tobin
Stephen Huntley	Bruce L. Vinal
James Stephen Kessler	Robert Wetherbee
William Klauer	Brent Wheeler
David G. Nichols	George B. Williams, III
Timothy Pattee	James Young

#### **Robert A. Vanderhoof**

#### **CALL FIREMEN**

Richard Gallant	Carl Simeone
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#### **FIREFIGHTERS**

##### **Acton Center Station**

Ronald Calkins	Robert W. Reynolds, Jr.
Mark Deloury	Samuel Wade





## STREET LIGHTING COMMITTEE

Booth D. Jackson	1978
H. Stuart MacGregor	1978
Leslie F. Parke	1978

## SUPERINTENDENT OF CEMETERIES

T. F. Stewart Kennedy	1978
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## SUPERINTENDENT OF INSECT PEST CONTROL

Franklin H. Charter	1978
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## SUPERINTENDENT OF STREET

Allen H. Nelson	1978
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## TOWN BUILDING-LAND ACQUISITION COMM.

David F. Abbt	1978
Richard J. Calandrella	1978
Gerald B. Gallagher	1978
Richmond P. Miller, Jr.	1978
Michael G. Rosenbaum	1978

## TOWN ENGINEER

Ralph W. Herrick, Jr.	1978
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## TOWN FOREST COMMITTEE

Emery D. Nelson	1978
Franklin H. Charter	1978

## TOWN REPORT COMMITTEE

Nollie Srivastava	1978
Michael Kolowich	1978
Katherine S. Kolowich	1978

## TREE WARDEN

Franklin H. Charter	1978
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VETERANS AGENT & DIRECTOR OF  
VETERANS' SERVICES

Charles M. MacRae	1978
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## VETERANS' BURIAL AGENT

T. Frederick S. Kennedy	1978
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## WORKMEN'S COMPENSATION AGENT

Theron A. Lowden	1978
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## AUXILIARY FIREFIGHTERS

James Boothroyd	1978
Timothy J. Carell	1978
William G. Hartman	1978
David Hillman	1978
Robert W. Ingram	1978
James V. McPadden	1978
Mary Landrey	1978
Donald Macaulay	1978
Dean Melanson	1978
William S. Oakland	1978
Michael S. Smith	1978
Scott D. Vanderhoof	1978
Raymond Paul Grey	1978
Teresa Moore	1978

## AUXILIARY POLICE OFFICERS

Carl Adams	1978
Jonathan Benson	1978
Mathew C. Benson	1978

Dean A. Charter (Armed)	1978
Frank DiMase	1978
Alan Hamilton	1978
David Hryniewicz	1978
Thomas Jones	1978
Ray LaRoche	1978
Eric L. Larson	1978
Charles Priest	1978
Bruce Smith	1978
Kenneth Sundberg (Armed)	1978

## WESTFORD POLICE OFFICERS

## SPECIAL POLICE OFFICERS-ACTON

Joseph R. Connell
Douglas L. Deware
Davis Hogg
Donald Bancroft
Sylvio Brule
Francis Chandonait

## MEDICAL TEAM - CIVIL DEFENSE

Cleve W. Laid	1978
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## COMMUNICATION - CIVIL DEFENSE

Ronald H. Rosenphal	1978
Richard W. Wright	1978

\*Resigned

\*\*Replacement

\*\*\*Deceased

\*\*\*\*Retired

# Town Services





# Cemetery Commission

## Woodlawn Cemetery

The Engineering Department completed the surveying and preliminary plans of the cemetery.

In the spring of 1977, we contracted Grever and Ward Inc., of New York, to lay out and design a new section in the cemetery. This project has been completed. The Barre Granite Association, as part of their services, will assist any cemetery with half of the planning fees for a monumented section. We are grateful for their help.

On June 22, 1977, we contracted Grever and Ward Inc. to draw up a master plan for the 54 undeveloped acres of land in this cemetery. This is to include roadways, drainage, water pipes and proposed new sections.

Numerous test holes were dug to determine the soil conditions in this cemetery.

In the new section all planting of shrubs will be done by the Cemetery Department. There will be no individual planting of shrubs.

## Mount Hope Cemetery

The chapel was painted and the overgrown arborvitae hedge was removed from the side of the building. This has enhanced the appearance of the chapel and lightened up the G.A.R. section. A large bush was removed from the front of the chapel.

A new area was cleared and the stumps bulldozed. The area will be developed when the new cemetery master plan is completed.

A few large pines on the lower road were removed because of decay. They were leaning towards the monuments.

In the Spring a couple of avenues will be removed and grassed over to enhance the appearance of the cemetery.

## Cemetery Department

The Superintendent attended the New England Association Conference in New Hampshire. This was a great opportunity to meet with the area's cemeterians.

He also attended the American Cemetery Association Conference, which was held in Newton at the Marriott Hotel. There were representatives from all over the United States including Canada. The educational workshops held at both these conferences were very informative and beneficial. The foreman attended the conference on Municipal Day.

The department continued the program of cleaning monuments in both cemeteries. A couple of monuments were repaired.

The snow storm in May caused considerable damage to shrubs and trees in both cemeteries.

Under Capital Outlay, a Troy Bilt Commerical Rototiller was purchased, thereby enabling the men to reseed individual lots and start a program of planting.

The Cemetery Commissioners wish to call attention to all lot owners the following items will not be allowed:

artificial flowers, vigil lights, crushed stone or bark around a monument or marker, glass or tin cans for flower containers and cement urns. Shrubs are not allowed on lots smaller than four grave lots and permission must be obtained from the cemetery office for planting of shrubs. On lots where shrubs will be planted an additional Perpetual Care payment of \$50.00 is required, effective January 1, 1977.

Potted flowers will be removed and disposed of at the discretion of the Superintendent ten days following Memorial Day, if they are not picked up by the owners; usually they are placed in beds within the Cemetery.

We will have an article on the Town Warrant asking for a maintenance building to be constructed in Mount Hope Cemetery. If this is appropriated it will eliminate the daily transportation of equipment to West Acton and the lost time associated with the moving. Toilet facilities in the building will eliminate the need to leave the cemetery, also saving man hours. The building will also serve as a winter storage area for items that are now left out. Heat would be supplied to the office and toilet areas on a regular basis and to work area only as needed.

The department wishes to express its thanks to the Engineering Department for all the work on the plans for the master planning, also to the Highway Department, as well as all the others who have assisted us during the year.

Stewart Kennedy, *Superintendent*

Charles F. Putnam

Howard F. Jones

Harlan E. Tuttle

*Cemetery Commissioners*



## Conservation Commission

At the 1977 Town Meeting, the citizens of Acton voted to add to the existing 38.5 acres referred to as the Acton Center Park with the purchase of 15 acres of land for \$60,000.00. This money is to be appropriated from the existing Conservation Fund. At a special fall Town Meeting, the voters voted to authorize the Conservation Commission to apply for reimbursement from the State under the Self-Help Program. The Town of Acton received \$114,837.18 under this program in 1977 to cover reimbursement of the purchase of 7 parcels of land.

Under the provisions of the Wetlands Protection Act (G.L. Chapter 131, Section 40 as amended), the Conservation Commission held 13 Public Hearings to act on Notices of Intent, issued 3 extension permits, held 13 Hearings to act on Requests for Determination of Applicability, served one Cease and Desist Order, and



**38.5 additional acres of Conservation land were purchased by the Town in Acton Center during 1977. Town Hall is at upper right of photograph.**

granted one agricultural exemption under the Act. One emergency Hearing was held by the Commission to allow the Highway Department to repair a culvert on Arlington Street in West Acton.

A Conservation Restriction Program is now available to owners of land who agree to keep the land in its natural state in exchange for a lower tax assessment. Three applications were received at the close of the year.

One of the duties of the Conservation Assistant is to coordinate conservation programs with civic groups and individual volunteers. This year the Conservation Assistant was aided by a CETA Title II employee to coordinate these activities. The Acton Junior Women's Club marked and cleared the perimeter trail at Great Hill; the Acton Garden Club sponsored guided citizens' walks on conservation lands; local Scouts installed a 160 foot boardwalk to the Quaking Bog (Will's Hole) and, through a grant from the Acton Conservation Trust, Incorporated, established the Nashoba Brook-Mill Pond Picnic Area in North Acton. Another Community Garden was established on conservation land located off Robbins

Street in South Acton. With the opening of this new garden area, the Commission now administers, in conjunction with the Acton-Boxborough Community Education Department, over 100 garden plots for Acton residents. Fifty permits were issued to the fall Cut-A-Cord Program held in the Town forest off Quarry Road. The Commission extends their thanks to the Fire Chief and EMT's who were available the weekend of the event. The Spring Hill Conservation Area was ready for cross country skiing after a trail clearing which was necessitated by the Spring storm damage. Trail maps are now available for Spring Hill at the DPW Facility.

A preliminary wetlands map is being reviewed for approval so it may be available as a resource to other boards, commissions, and individuals.

The commission accepted with regret the resignation of Joseph Guertin and welcomed new member Thomas Tucker.

Edward Chamber, *Chairman*  
Ann Chang  
Judith Clark  
Brewster Conant  
Dorothy Stonecliffe  
Thomas Tucker  
Donald White  
Conrad I. Berlied, *Conservation Intern*



## Acton Conservation Trust, Inc.

The Acton Conservation Trust, Inc. is a non-profit corporation organized to protect, preserve, and conserve Acton's natural objects and areas for the enjoyment and benefit of the general public. Membership is open to anyone interested in conservation; the trust is operated by a group of trustees and officers elected by the members. Because of the public nature of Trust projects, the Trustees are pleased to submit this report to the town.

The most visible and outstanding effort of the Trust is the founding, implementation and operation of the Recycling Program at the Sanitary Landfill. Started in 1971 by a group of environmentalists under the auspices of the Trust, the self-supporting program has proved to be a successful contribution to the town, recycling from 400 to over 500 tons of reusable refuse each year, reducing town operating expenses and extending the life of the landfill site. Approximately 15% of the residents voluntarily participate, recycling newspapers, glass containers, clothing, rags, scrap metal (refrigerators, stoves, etc.), tires, aluminum, automobile batteries, and scrap copper and lead. The Trust manages the program, overseeing the two youth monitors employed to maintain the recycle area and arranging with dealers to purchase and transport materials to the markets. A third, adult monitor will be added in 1978.

Prices received for the materials fluctuate with the market and reflect demand. The total income in 1976 amounted to \$4600. for 520 tons of material; after expenses of \$1600. the net income was \$2900. The projected total income for 1977 is \$3600. for an estimated 470 tons; after anticipated expenses of \$1400., the net income is expected to be \$2200. The Trust is interested in increasing the number of tons recycled, and plans to launch a public education effort in 1978 to increase participation. Newsprint prices have risen dramatically, from a 1975 low of \$1.00 per ton to a 1977 high of \$30.00 per ton. Prices for other materials are stable, so the outlook for the 1978 recycled materials market is favorable.

Funds from the Recycle Program are funneled back to the town through grants to residents, town commissions and departments, schools, and community groups, for conservation projects within the town or studies of benefit to the town. The Grant Program was inaugurated in 1976 and grants have been made or approved for the following:

- A study toward the development of ecology activities on Acton school sites.
- Trail improvement and marking at Great Hill Conservation Area.
- Picnic tables at the Route 27 Community Gardens Robbins Mill Pond Site.
- Improvement and restoration of the Faulkner House grounds.
- Preparation and publication of a booklet describing and charting town conservation lands.

- Support (specific details to be determined) for the Todd/Hosmer project in cooperation with the Historical Society.

The purpose of the Grant Program is to encourage groups and individuals to initiate, define and participate in conservation projects within the town. The Trust welcomes proposals or suggestions or ideas for possible projects.

James C. Barnes  
Stanton J. Collins  
John R. Folsom  
Benjamin R. Greene  
William A. Klauer  
Elizabeth B. Kubik  
William N. McClure  
Marion Maxwell  
*Board Members*

## Permanent Building Committee

The committee worked on finishing three projects during the year.

McCarthy-Towne renovation - this project is complete with the exception of about \$5300 which remains for the purchase of the final phase of equipment and furnishings.

Litigation concerning the damage to the walls of the High School is still pending. It is anticipated this case will be heard in March 1978. The impact on the school budget will not be significant even if findings are not in favor of the Regional School District.

The feasibility study relating to new or improved Town Hall facilities is essentially complete. While there may be no immediate impact on the Town, it is hoped that this document will provide a reasonable blueprint to guide development in the next several years.

Thomas J. Regan, Jr.  
James Kazokas  
Peter Morbeck  
Edward Morrill  
Donald Perkins

## Elizabeth White Fund

The Trustees of the Elizabeth White Fund have signed requisitions to the Town Treasurer totaling \$1,214.46 for the entire year, ending 1977.

This fund was set up in 1923 by George R. White for \$25,000 in memory of his mother, the income only to be expended in relieving the necessities of the town's unfortunate.

Hazel P. Vose  
Eleanor P. Wilson  
Helen B. Allen  
*Trustees*

## Council on Aging

The Council on Aging continues to expand its program of activities and services to fit the needs and requirements of Acton's 1000 Senior Citizens. The Council consists of seven members and a coordinator, and meets the second Wednesday of each month at 7:30 P.M., Room 310, the Junior High School. All meetings are open to the public. The Acton Senior Citizen News provides information and is mailed to all those over 60 years of age. The Council's telephone number is 263-1068.

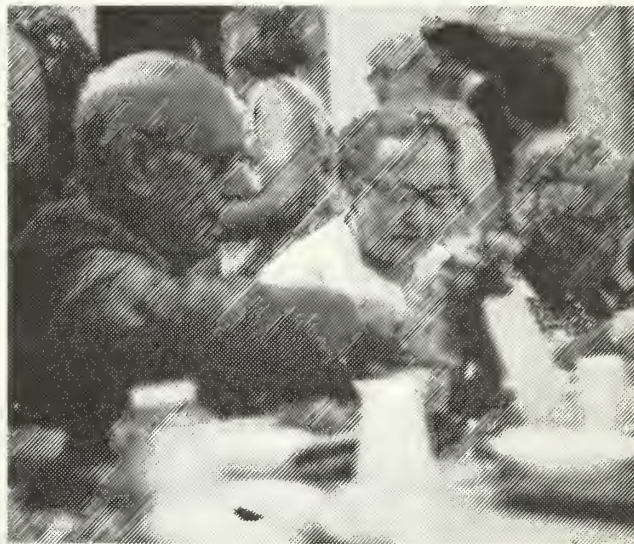
A variety of activities (crafts, games, exercise classes, and educational programs) is offered at the Senior Center, located in the West Acton Baptist Church and open two days a week (Tuesday, 12:00 to 3:30, and Thursday, 10:00 to 1:00). These activities are conducted in conjunction with a daily hot lunch program (12:15 to 1:00) sponsored by the Minuteman Home Care Corporation. A donation of 50¢ is suggested for the lunch. For the elderly who are confined to their homes, the Wheel-a-Meal program delivers a hot and a cold meal, prepared by Emerson Hospital, with special attention to those with special dietary needs.

The Council's Programs and Goals Committee has continued to expand and augment the activities provided for the elderly. The monthly trips to major shopping centers and recreational trips to Boston, the theatre, the Berkshires, etc. are increasingly popular. This year witnessed the beginning of a Well Senior Clinic, held the fourth Tuesday of every month at the Senior Center, at which local doctors, dentists, podiatrists, etc. discuss health problems of the elderly, and where diabetic screenings and flu shots are given by Acton's Town Nurses. A speakers program instituted during the year included discussions led by Sen. Chester Atkins, Rep. John Loring, and a representative from the Massachusetts Department of Elder Affairs, among others. Arrangements have been made for free legal counseling (through the Minuteman Home Care Corporation) and for annual assistance in Income Tax preparation, by a trained Council on Aging Associate.

The Council wishes to thank the many volunteers and groups who provide a large amount of the assistance needed to keep the Council's program going. Those who help at the Senior Center and make friendly visits to shut-ins are invaluable. Acton's Boy Scouts assist in leaf-raking and other home chores, in addition to donating food, decorations, and gifts during holiday seasons. During the winter, members of the Civil Defense Force provide snow shoveling. The Acton Lions Club sponsored the Annual December Holiday Banquet, attended by 150 Seniors, and the Milldam Business and Professional Association of Concord sponsored a September indoor picnic. In addition, in a major ongoing program, the Acton Business and Professional Association provides free transportation to the elderly on Wednesday mornings to local shopping areas.

The Council appreciates the advice and support given it by the Town Manager and the Selectmen during the year. We invite interested citizens of all ages to participate in our programs for the elderly and attend our meetings. Volunteers are always needed. For information, call Carol Lake, Coordinator, at 263-1068, or the Chairman at 263-2238.

James Sargent, *Chairman*  
Ethel Smith, *Vice-Chairman*  
Minetta Lee, *Treasurer*  
Joseph Mercurio  
Anne Staples  
Geraldine Reynolds  
Barbara Tannuzzo, R.N., *Advisory Member*  
Carol Lake, *Coordinator*



## Goodnow Fund

For the year ending December 31, 1977.

### INVESTMENTS

Concord Cooperative Bank	\$3,000.00	\$3,000.00
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### RECEIPTS

Concord Cooperative Bank	\$ 203.12	\$ 203.12
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### EXPENDITURES

Treasurer of the Acton Congregational Church Town of Acton for the Perpetual Care of the Goodnow Lot in Woodlawn Cemetery.	\$ 183.12	\$ 183.12
	\$ 20.00	\$ 20.00

Thelma L. Boatman, *Treasurer*  
James N. Gates  
Nancy Gilberti



## Highway Department

All of the developments were swept, as were most of the Town ways. Sweeping of all streets takes a good five months for two men. The Highway Department sweeps by districts. Next spring we will begin in District One.

The Town grounds were all mowed and fertilized throughout the year and many roadsides were mowed.

Trash barrels were placed throughout the Town and were emptied once a week as well as those at Town Hall, Police Station, Fire Stations, and the Highway Barn.

Berms were replaced along with driveway approaches throughout the Town where snow plows had damaged them.

Centerlines were painted throughout the Town. With the help of the State we painted School Street, High Street, Parker Street, Willow Street, Concord Road and part of Central Street.

Guard rail was replaced where needed and a large number of guard rail posts were cleaned and then painted.

Broken, stolen and defaced signs were all replaced throughout the Town.

### Drainage

Catchbasins were cleaned where needed and the department rebuilt some deteriorated catchbasins. We also added some structures to the system. Arlington Street received its second new culvert this year and will get the last large one in the spring.

### Snow

Sand barrels, snow fence and snow markers were placed throughout the Town. The department has 32 private ways to plow this year. The winter of 76-77 was one of the longest winters we have had with snow coming on November 10 and remaining until March. This was followed by one big storm on May 9 which left us with eight inches of heavy snow and much tree damage. We had a total of 103 inches of snow requiring 14 plowings and 50 sandings.

Sand and salt are available to all townspeople at the salt shed at the rear of the Highway Building on Forest Road.

### Sanitary Landfill

Under the care of Frank Towne the landfill area was well kept.

The March winds make a mess and as a result, this year the department constructed portable windbreakers. Hopefully they will help. The department will be able to move them when the strong spring winds come. It would help if during March and early April the town's people could bag their trash rather than dumping full trash barrels, causing the wind to blow the loose trash out of the landfill area.

I want to thank Foster Masonary Products, Inc. of Lawsbrook Road for the cover material they have donated, it makes excellent material.

The recycling of newspapers, bottles, cans and iron has been going strong.

### Honey Pot

The department finished the four holding tanks this year in addition to the large leaching field. The leaching field does not leach as efficiently as we had hoped, so in the spring we will have to build another leaching field. More work is needed in this area including more holding area for drying. There has to be a simpler way.

### Primary and Secondary Roads

The following streets received a wearing course of Type I concrete:

Main Street from Newtown Road to Route 2;

School Street from Main Street to Piper Road;

Central Street from Richardson's Crossing to Windsor Avenue;

Brook Street from the railroad tracks to Great Road;

Hawthorne Street, Old Village Road, a section of Old Lantern Road and Highland Street.

A leveling course was laid on Hayward Road as well as on a section of Hillcrest Drive. Hayward Road will get a stone surface in the spring.

The Town ways were all patched where needed during the year.



### Parking Lot

The big job this year for the department was the construction of the MBTA commuter railroad station and parking lot located on Central Street at the intersection of Main Street. This project was carried out under the expert eye of Eddie Brown.

The lot was completed as far as the 1,000 yard binder course of hot top.

I want to thank Foster Masonary Products, Inc. for their great donation of about 10,000 cubic feet of borrow for the base of the parking lot. In the spring the wearing course of hot top will be laid and the remainder of the area loamed and seeded.

The Town of Acton is indeed fortunate to receive the services it receives from a department of such a small size.

I want to thank the men of the department; Dick Howe, Foreman; Donna Stacy, Secretary; and all departments that made the year a success.

Allen H. Nelson, *Superintendent*

## Advisory Committee on Transportation

The Committee has expanded from one to four members since May of 1977. Its purpose, as stated by the Board of Selectmen, is 1) to deal with relations between Acton and transportation systems that go in and out of town; and 2) to study the feasibility and, if possible, implement some means of public transportation within the town.

Free bus transportation on Wednesday mornings for Acton senior citizens began in January. The Committee and Council on Aging (COA) representatives set up the routes and organized the trips to the shopping areas. This service is made possible by the contributions of Acton Businessmen.

In May, the Board of Selectmen approved our application to the State Dept. of Elder Affairs for a COA grant. If the funds are received, transportation for seniors to medical appointments, the Drop-In Center, Nutrition

Site, etc. will be available from noon to 5 P.M. on Tuesday and Friday. Due to the establishment of new federal guidelines for these grants, it was necessary to reapply in December. Awards will be made in February of 1978.

A traffic survey at Kelley's Corner was conducted in October, with the help of the Explorer and Boy Scouts. The origin and destination of autos traveling through the intersection was determined. A long-term goal of the committee is to reduce traffic at this location and along Rt. 27 at peak hours.

The opening of the Commuter Rail Parking facility in December was an opportunity to inform citizens of the train service and to provide schedule information at several locations in town. Types of bike security for the parking area are being investigated as well as possible funding for bikeways in Acton.

We wish to thank Mr. Robert Sundberg, Mr. Robert Daigle and the Acton Businessmen for their continued support of the shoppers' bus; Mrs. Carol Lake, Mrs. Ethel Smith and Mrs. Judy Werner for their help and advice in planning senior transportation; Mr. Donald McCauley, Explorer Post 7, Mr. Brian Sinclair and Boy Scout Troop 32 for their help in the traffic survey; and the Town Manager and Assistant Town Manager for their continued spirit of cooperation.

Anne Fanton, *Chairman*  
Bill Soule, *Secretary*  
Carol Stimmel  
Frank Flood



Governor Michael Dukakis joins town officials for Commuter Rail Parking Facility ground breaking.



## Acton Housing Authority

After eight years, the Housing Authority is finally able to announce that they have acquired both suitable land, and approval of the Town, to build approximately 69 units of housing for the elderly.

The Elm Court site was eliminated as a possible site in the fall when the Authority and the owners could not reach agreement on price.

Dr. Donald Feltus, and his wife Ruth, then offered a parcel of land on Windsor Avenue in West Acton. This land, originally chosen by the Authority eight years ago, was discounted then, by the state, because of local restrictions imposed by the West Acton Fire Code. We were able to negotiate on the land this year because the new State Building Code of 1975 superceded the local code.

An option was taken on the land by Authority in late fall, and hearings before the Board of Appeals and the Conservation Commission were held in December. Following a detailed and well-documented presentation of the preliminary plans by Architect George Adler, of Johnson-Hotvedt-DeNisco of Boston, and Howard Gomey of Schier, Schier, & Graham, of Acton, attorney for the Authority, both boards granted approval to build, subject to local building regulations.

We expect that ground-breaking will commence in late spring. Construction will take anywhere from 18 to 24 months. The Authority has been chosen as a possible project for a Federal Solar Energy grant and Mr. Adler and his engineers are working on feasibility and cost studies on this, coincidental with the final engineering plans.

In the fall Patience H. MacPherson, a charter member of the Authority resigned and was replaced by James H. Sargent a member from the Council on Aging. Mr. Sargent was appointed by the Governor, as was Mrs.

MacPherson, as the state's representative on the board, for a three-year term. Mrs. MacPherson deserves commendation for her long period of service to the Authority and the town and for unflagging interest in the project during often discouraging years.

In addition to the primary function of building housing units, the Authority also administers two rental subsidy programs.

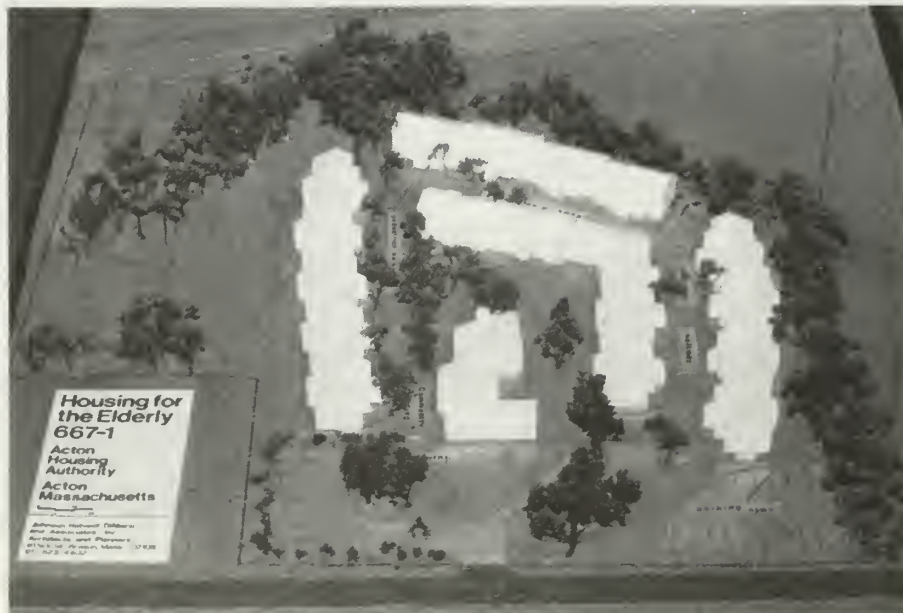
The HUD Section 8 program is a federally funded program that provides rental assistance to low-income families. during 1977, we provided assistance to fifteen families at a total of \$49,000.

The Chapter 707 program is a program funded by the state of Massachusetts and in 1977 provided assistance to three elderly citizens in Acton for a total of \$5760.

We have applied to both HUD and the State for additional funds for 1978. It is expected that both programs will continue as long as funds are available. Both of these programs are administered by Mrs. Judith Bochstahler, a professional program coordinator employed by the Authority.

The Board is very pleased at the high degree of cooperation given this year by all other town boards and particularly appreciative of support from those citizens who make up the Citizens Advisory Board.

Ann Courtright, *Chairman*  
 Paul G. Der Ananian, *Treasurer*  
 James H. Sargent, *Secretary*  
 Thomas Ahem  
 Robert J. Storella  
*Citizens Advisory Board*  
 Anne Staples  
 Nellie Campbell  
 Charles Rogers  
 Fred Kennedy  
 Ruth Gill  
 Frank Averett  
 Rosemary Durkin



## Acton Memorial Library



This has been a year of great progress for the Acton Memorial Library. The major change was the relocation of library departments to achieve better use of the facilities and to make room for additional chairs, study tables, and bookcases, increasing the seating capacity by 37% and the book capacity by 12% and extending the adequate usefulness of the present facility by several years. This change was suggested and executed by the library staff with assistance from a few Boy Scouts in moving books, and from adult volunteers who manned the telephones so that the staff could work without interruption. About 40,000 books were relocated as the Children's Department was moved to the original Memorial Library Building and the Reference Department and Adult Reading Room were moved to the new library building. The new furniture was purchased from the income from trust funds, so the cost to the town of this major change was only \$87. for professional movers needed to move large bookcases.

The rear patio of the library, which is used for library-sponsored summer programs, was greatly improved by the removal of the loose stone, replacing it with a solid cement covering. This work was done by the Highway Department under the CETA (Comprehensive Employment Training Act) program, whose personnel are paid in part by the Federal Government.

This year a Readers' Advisor Desk has been established which is manned from 6:30 to 9 P.M.,

Monday through Friday, to assist library patrons in finding books, using the card catalog, or whatever service may be required. While this service has always been available, our experience indicates that some patrons hesitate to ask for assistance when all staff people are apparently busy with their usual library duties. The hours of this service will be extended as needed within the personnel limits of the library.

Many excellent and well-attended free summer programs featuring young local artists were provided along with a free summer feature movie program.

An increasing number of patrons have expressed their approval and have taken advantage of the library being open on Sundays. The Trustees have voted to extend the Sunday openings from Oct. 17th, 1978 to May 15th, 1979.

Maintenance expenses have been greater than budgeted this year as numerous repairs and preplacements in the heating and air conditioning systems, now eleven years old, have been required. The exterior woodwork of all the windows in the original library building were repaired and repainted. The interior woodwork of these windows will be repaired and repainted by the custodian on a time available basis.

The patrons, the staff, and the Board of Trustees of the library are most appreciative of the more than 2000 hours of work contributed by volunteers enlisted by the The



Friends of the Acton Libraries. Mabel Ellis is Chairman for Volunteers and has enlisted the following volunteers for this year: Lee Aikman, Joan Bauer, Paula Bernstein, Susie Chiang, Priscilla Dalrymple, Margie DeMaster, Mabel Ellis, Peggy Foster, Karel Hammer, Jane Harney, Ellen Hopkins, Ann Hosmer, Judith Hummel, Elizabeth McDonald, Marian Meigs, Nancy Myron, Barbara O'Donoghue, Alice Richards, Kathryn Schmalz, Rosemary Seifert, Sandra Taylor, and Mary Yelverton. This service reduces the cost of operation of the library by several thousand dollars each year and enables the staff to provide additional services. Anyone interested in volunteer work, usually two hours per week, may contact the library.

A new copy machine has been installed in the library by the Friends. While primarily for the convenience of library patrons who wish to photocopy a portion of a book or magazine, the copier is available to all at a charge of 10¢ per copy.

Numerous art, craft and hobby displays have been on view at the library, featuring all media of art by local artists including even those of grade school age. Any qualified artist, craft person, collector, or hobbyist interested in displaying, or anyone wishing to recommend such a person, is invited to contact the Library Director.

The Acton Garden Club, in addition to its many other beautification projects about the town, continues to maintain the flower garden at the entrance to the library

and to provide a floral arrangement each week, bringing a note of beauty and pleasure to all who enter the library.

The staff continues to receive many complaints about the low level of illumination in the library. Many study tables show a reading as low as 8 foot-candles, and at the bottom row of books of several bookcases the light level is as low as 3 foot-candles. To improve this bad situation several extenders with inverted "Y" sockets fitted with reflector spot or flood lights have been installed. This has helped specific small areas but not the overall problem. While there appears to be no widely-recommended level of illumination for reading, the standard study or bridge lamp usually provides around 30 foot candles at normal reading distance. To provide a low cost, economical, overall illumination will require the replacement of some of the present fixtures with fluorescent lights, which because of their greater efficiency can provide proper illumination without using more energy. Funds for the purchase and installation of adequate lighting will be requested at town meeting when plans are completed.

As of July 1, 1977, the library housed 41,321 books and over 1600 records and cassettes, plus large quantities of carefully selected, filed pamphlet materials on numerous subjects, and the periodicals and newspapers. The library now contains more material than the designed capacity. The value of materials declared missing amounted to \$1500. Income to the town's General Fund from the library amounted to \$9,847 in fines; and State Aid amounting to \$6,878, based on the library meeting all



**Summer Open House at Acton Memorial Library.**

state requirements. Circulation for the year ending June 30, 1977, was approximately 175,000, averaging almost 600 items per day. The library provided study space and research material for thousands of hours of study by students, business and investment information for breadwinners, and untold hours of education and enjoyment for hobbyists and readers of fiction, young and old alike. The library offers, to mention just one area of service, current and previous issues of over 250 periodicals covering such diverse subjects as automobiles, business, conservation, consumer information, current events, ecology, education, entertainment, fine arts, gardening, history, hobbies, nature, outdoor life, religion, science and electronics, and many other topics.

Truly, one of the greatest services a community can offer its citizens is the modern public library! Don't miss it! Use it!

Raymond Shamel, *Chairman*  
Brewster Conant  
Nancy Gerhardt  
Persis Green  
Hayward Houghton  
Nancy Howe  
James Parker  
Vincent Parrella  
Margaret Richter  
*Board of Trustees*

#### MISS FLORENCE MERRIAM

While hundreds of Acton people and other former students of Miss Florence Merriam were saddened at the news of her death on December 1, 1977, all of those who had worked with her at the Acton Memorial Library felt a special loss. Miss Merriam had been a Trustee of the library for thirty years prior to her recent resignation, at which time she was unanimously elected Trustee Emeritus. Her record of service to Acton is outstanding and this was recognized in 1962 with the unusual honor of having a public school named for her. In addition to her good counsel as a Trustee, Miss Merriam faithfully carried on the additional duties of receiving, recording, and caring for the gifts of historic materials received by the library. She had a wonderful knowledge and appreciation of local history which by her enthusiasm she instilled in the hearts of many Actonians, who will forever lovingly remember her with deep appreciation for her knowledge, keen mind, and wonderful personality.

## Citizens Library Association of West Acton

The resignation in September of Miss Katherine Kinsley from the Board of Trustees was accepted with regret. Sincere thanks are extended for her effective services. Mrs. Corinne Merkh was elected to fill the vacancy.

Circulation of books at the Library continues to rise. However, we are operating at capacity. Further increase in circulation can only be dependent upon obtaining additional space and providing longer hours of service.

We are most fortunate in having the talented Mrs. Joan Hansen to keep the Library cheerfully decorated throughout the year. The Acton Garden Club planted the window boxes and provided a handsome Christmas wreath. We are very grateful to these "friends".

The Eastern Massachusetts Regional Bookmobile services are most valuable. Their staff provides a very high percentage of patron requests in a reasonably short period of time. This includes many of the newest books as well as a good general selection.

Thanks are due the volunteer substitutes for the lunch hour, the Trustees and their families for loyal services and many patrons who contributed books, periodicals, and Fair items during the year.

Library Hours:	Monday	7:00 - 9:00 P.M.
	Tuesday, Wednesday, Thursday,	
	Friday:	10:00 - 5:00 P.M.
	Telephone Number: 263-9222	
Accession:	Books in Library	
	July 1, 1976	7,447
	Increase by purchase	266
	Increase by gift	287
	Withdrawn	377
	Books in Library	
Circulation:	June 30, 1977	7,623
	17,457 books.	
Income:	Fines collected: \$276.65	

Mrs. Betty Boothby  
*Chairman*  
Mrs. Corinne Merkh  
*Secretary Treasurer*  
Mrs. Marie Reid  
*Board of Trustees*  
Thelma C. Hermes  
*Librarian*



# Planning Board

The Planning Board is established in accordance with the provisions of Chapter 41 of the Massachusetts General Laws, otherwise known as the Municipal Planning and Subdivision Control Act. The Planning Board's activities fall into four general categories: zoning, subdivision control, providing advice and comments to other boards and developing the plans and procedures necessary to influence future development in the town.

## Zoning

At a Special Town Meeting called on April 12th during the Annual Town Meeting, the Town voted to approve a new Zoning By-law. The new Zoning By-law, which had been in preparation by the Planning Board for over a year, brings the Acton Zoning By-law into conformance with Chapter 808 of the Acts of the Legislature of 1975, the Comprehensive Revision of the Massachusetts Zoning Enabling Act. In addition, the new Zoning By-law simplified and clarified the language in the bylaw, eliminated inconsistencies and streamlined the presentation so that its substance is made clear to both citizens and Town officials. A new section covering the requirements and regulations for signs erected within the Town was incorporated into the new Zoning By-law and supercedes the previous Sign By-law. The sign provisions in the new Zoning By-law were developed by the Planning Board with the cooperation of the Board of Selectmen, the Board of Appeals, the Building Commissioner and the Acton Business and Professional Association and appear to have resolved most of the problems that enforcement of the old Sign By-law was creating. A new zoning map and flood plain map overlaid on a parcels map base were also incorporated into the new Zoning By-law.

The Planning Board is currently studying the provisions of the Zoning By-law applicable to the flood plain with the intent of proposing revised flood plain requirements to the 1978 Annual Town Meeting. Because of the many watercourses in the Town, protection of the flood plain is a critical element in guiding future development. In the past, there have been problems associated with defining the extent of the flood plain. Furthermore, the Zoning By-law provides little guidance regarding the potential impact of construction, excavation, filling or grading in the flood plain to assist the Board of Appeals in acting on requests for Special Permits to undertake such activity. The revised flood plain provisions will include a new flood plain definition based on historic data as well as new survey data obtained in connection with the recently completed Federal Flood Insurance Program. Further guidance will also be provided to assist the Board of Appeals in determining the extent to which encroachment on the flood plain should be allowed under Special Permit.

## Subdivision Control

During the past year the Planning Board took action on preliminary plans for four proposed subdivisions and on definitive plans for five.

Preliminary subdivision plans for Briarbrook South (95 lots) and Colonial Acres II (16 lots) were disapproved. Preliminary subdivision plans for Parkers' Crossing (47 lots) was approved. A revised preliminary plan for Briarbrook South showing 83 lots was approved.

Definitive subdivision plans for Center Park (2 lots), Ridgewood Estates (32 lots) and Colonial Acres II (16 lots) were approved. The purpose of the Center Park subdivision was to facilitate the purchase of a 14 acre lot by the Conservation Commission in connection with its plan to make a conservation area in Acton Center. A definitive subdivision plan for Cedar Meadow Estates (27 lots) was disapproved. The applicant appealed the Planning Board's decision to the Superior Court and the case is currently in litigation.

The Planning Board also acted on 47 requests for modification of lots for which Planning Board approval was thought not to be required, in accordance with Section 81-P of the Subdivision Control Act.

The Planning Board Rules and Regulations which prescribe the procedures to be followed in subdivision approval and the design standards to be met in subdivision construction are modified periodically to correct deficiencies identified during the ongoing process of subdivision approval. Several amendments were incorporated in the Rules and Regulations following the prescribed public hearing held on February 14, 1977, including the provision that streets may not be built within the 100 year flood plain. Additional changes will be proposed at a hearing scheduled for early 1978.

## Advice and Comments

The Planning Board routinely provides comments to the Board of Selectmen in connection with its role as Special Permit Granting Authority under the site plan and sign sections of the Zoning Bylaw and to the Board of Appeals in connection with requests for variances and special permits. During 1977 the Planning Board provided comments to the Board of Selectmen on 21 requests for special permits and to the Board of Appeals on 28 requests for variances or special permits.

Among the more significant requests for Special Permit was the Housing Authority petition for a Comprehensive Permit to allow construction of an elderly housing project on Windsor Avenue. The petitioner requests variances from the density and parking requirements of the Zoning By-law and a Special Permit to enable construction of multi-family housing in a residentially zoned area. After a thorough review the Planning Board encouraged the Board of Appeals to approve the Comprehensive Permit as requested.

In addition to these routine activities the Planning Board reviewed and commented extensively to the Board of Selectmen on the Metropolitan Area Planning Council's Preliminary Water Quality Report on the SuAsCo River Basin. This study, which was conducted with Federal funding under Section 208 of the Clean Water Act of 1972, reached preliminary conclusions concerning the

desirability of constructing sewers and wastewater treatment facilities in Acton which did not appear to be supported by the evidence presented; nor did the report indicate how the results of local studies would be incorporated in the overall plan. The Town of Acton is currently engaged in its own study of wastewater management alternatives with Federal funding under Section 201 of the Clean Water Act and the results of this local effort should be incorporated into any overall area plan. The Board of Selectmen, as the focal point for the various Town Boards whose jurisdictions involve this issue, forwarded the Planning Board's detailed comments to the Metropolitan Area Planning Council.

### **Plans and Procedures**

The major planning effort undertaken by the Planning Board during 1977 was a study of North Acton. This section of the Town contains a large amount of undeveloped land, a significant portion of which is zoned for industrial use. The area included two major thoroughfares (Routes 2A and 27) along which strip development has already caused traffic problems. It contains such amenities as the Town Forest and Nagog Brook and appears to be one of the Town's most important aquifer recharge zones. The Planning Board's study will proceed in several phases. The collection of physical data on the area has been accomplished over the last several years with the help of the Greentown Project, the Soil Conservation Service, and the Planning Board's consultant, Curran Associates. The second phase of the study is to assess the attitudes and desires of the public, both residents of North Acton and Acton at large, with respect to the future of North Acton. This phase of the study was initiated with a well-attended "neighborhood night" meeting called by the Planning Board to solicit citizen opinions. This phase will continue with additional meetings and a questionnaire in order to help the Planning Board formulate a set of objectives for the future development of North Acton. Phase three will be to determine what, if any, action can and should be taken by the town to change the status quo in North Acton. Perhaps the area should be rezoned to encourage a different pattern of development. Perhaps it should be left as is, to follow its own natural course. In any event, there exists in North Acton the opportunity to influence to varying degrees how the area develops. During the next year the Planning Board hopes to complete its North Acton study.

Throughout the year the Planning Board has worked with the U.S. Department of Housing and Urban Development and its contractor in establishing a HUD Flood Insurance Program in the Town. Basic to this program was the delineation of the 100 and 500 year flood elevations and the floodways for all watercourses in the Town. This delineation was accomplished through the use of existing flood plain data supplemented by extensive field surveys. After a series of public hearings at which public comment on the flood elevations was solicited, the final HUD flood plain definitions have been determined and will be published shortly in the Federal Register. The Town will

then have six months in which to adopt these delineations for the HUD Flood Insurance Program. It is the intent of the Planning Board to propose a revised definition of the flood plain using this new data as a change to the Zoning By-law at the 1978 Annual Town Meeting.

Ongoing planning efforts continued throughout the year. Several errors in the data base of parcels information were identified by a review of the initial printout and action initiated to have them corrected. By early 1978 the data base should be complete and accurate and available for use as a planning tool. Although incomplete, the data base has been used by the Planning Board's consultant, Curran Associates, in the preparation of a preliminary report analyzing housing patterns in the Town. The final report will be issued following the completion of the data base and the resolution of comments on the preliminary study.

From time to time the Planning Board receives offers of outside volunteer help in various special projects. This year a group of students from the Harvard Graduate School of Design undertook a study of Kelley's Corner in partial fulfillment of their degree requirements. The study was jointly sponsored by the Planning Board and the Acton Business and Professional Association and resulted in a series of well thought out recommendations concerning the potential future direction of development of Kelley's Corner.

### **Organization**

The Planning Board consists of five members appointed by the Board of Selectmen, and supported by Planning Administrator Rick Sherman and Secretary Margaret Douglas. Over the course of the last two years the Planning Board has carried out its decision to become less dependent on outside consultive help and, instead, to have the Board's staff take on more responsibility. With the tools, resources and personnel now available to the Planning Board this has worked out very satisfactorily and the Planning Board finds it is well equipped to deal with the planning activities in the Town.

During 1977 Joyce Foley and Allen Blankinship resigned from the Board. They were replaced by new members Neal Grolnic and Lane Kirkpatrick. William Becklean was elected Chairman for the 1977-1978 year, replacing Joyce Foley. Lea Pendleton was elected Vice Chairman, replacing Mr. Becklean.

The Planning board meets almost every Monday evening, 8:00 P.M., at the Department of Public Works Facility, Forest Road. Exceptions to the schedule are posted well in advance at the Town Clerk's office. All meetings are open to the public. Those who would like time on the agenda are requested to call the secretary in advance at 263-4448.

William R. Becklean  
Chairman



# ZONING BY-LAW

## TOWN OF ACTON, MASS.

SECTION I	Preamble.....
SECTION II	Definitions .....
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SECTION VI	Dimensional and Development Regulations.....
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### I. PREAMBLE

This by-law is enacted for the purpose of promoting the health, safety, convenience and welfare of the inhabitants of the Town. It is intended to lessen congestion in the streets and improve traffic conditions; to secure safety from fire, flood and other dangers; to conserve health by providing adequate light and air and by prohibiting obnoxious and dangerous uses; to ensure adequate provision and protection for water supplies and for the disposal of sewage and other waste material; to encourage housing for persons of all income levels; to conserve the value of land and buildings, including the conservation of natural resources; to prevent blight and pollution of the environment; to avoid undue concentrations of population; to encourage the most appropriate use of lands throughout the town and to prevent development of land for unsuitable uses; to preserve the character of the town and increase its amenities; and to regulate and restrict billboards, signs and other advertising devices within the town.

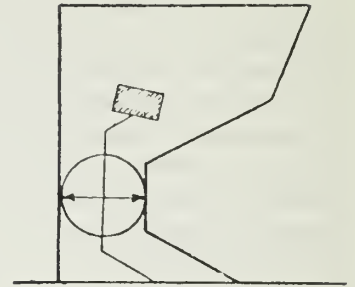
### II. DEFINITIONS

When used in this by-law, the following words shall have the meanings set forth in this section, unless contrary intention clearly appears.

**A. Accessory Use or Structure:** A use or structure that is incidental and subordinate to the principal use of a lot or structure.

#### B. Access

**Width:** The diameter of the largest circle whose center can be located along a continuous line from the lot frontage to the principal structure on the lot without the circumference intersecting side lot lines.



- C. Agriculture:** The use of land and the structures thereon for the principal purpose of the commercial production of crops, fruit, dairy products, cattle, horses, sheep, goats, poultry, eggs, maple syrup products or honey, or any combination thereof; but not including piggeries or the raising of animals for fur.
- D. Building:** A permanent structure having walls and a roof and capable of being used to shelter persons, animals, materials or equipment.
- E. Driveway:** A vehicular access to and from a public way.
- F. Dwelling, Single Family:** A detached building designed as the residence of one family.
- G. Dwelling, Single Family:** A single building containing 2 or more dwelling units regardless of the form of ownership of the dwelling units.
- H. Dwelling Unit:** A portion of a building designed as the residence of one family.
- I. Family:** A person or number of persons occupying a dwelling unit and living as a single housekeeping unit, provided that a group of six or more persons shall not be deemed a family unless at least half of them are related by blood, marriage and/or adoption, including wards of the State.
- J. Floriculture:** The use of land and the structures thereon for the principal purpose of the commercial production of flowering plants.
- K. Frontage:** The distance measured along a continuous front lot line. If a lot has frontage on more than one street, the frontage on one street only may be used to satisfy the frontage requirement. On a corner lot frontage shall be measured either to the point of intersection of the extension of the side lines of the street or to the middle of the curve connecting the side lines at the option of the owner.

- L. Grade:** The average elevation of the ground adjacent to the exterior walls of the building or structure, provided the ground elevation is not artificially raised beyond the elevation consistent with the reasonable development of the site.
- M. Gross Floor Area:** The total floor area designated for occupancy and use, including basement and other storage areas, provided however that stairways, elevator wells, rest-rooms and lounge areas, common hallways and building service areas shall not be included in the computation of such floor area.
- N. Height of Building or Structure:** The vertical distance from the grade to the top of the highest roof beams of a flat roof, or to the mean level of the highest gable or slope of a hip roof, or to the highest point of any other structure.
- O. Historical Use:** The public use of land or structures by a duly chartered organization or a subdivision of the State for the principal purpose of preservation and/or restoration.
- P. Horticulture:** The use of land and the structures thereon for the principal purpose of the commercial production of plants, especially ornamentals.
- Q. Loading Bay:** An area of not less than 12 feet in width and 50 feet in length, exclusive of traffic lanes and maneuvering space, located at the sides or rear of a building, with direct access to the building to be served.
- R. Lot:** A parcel of land with boundaries defined by recorded deed or plan. The boundaries of any lot shall be determined by the most recently recorded deed or plan.
- S. Lot Line, Front:** The line separating a lot from the side line of a street.
- T. Lot Line, Rear:** Any lot line which is not a side lot line or a front lot line.
- U. Lot Line, Side:** Any lot line which intersects a front lot line.
- V. Mobile Home:** A van designed to be drawn by a truck or automobile and used as a house or office when parked.
- W. Municipal:** Pertaining to the Town of Acton and the Water Supply District of Acton.
- X. Non-conforming:** A use, structure or lot which does not conform with the applicable provisions of this by-law, but which complied with the applicable provisions of the Acton Protective Zoning By-Law, if any, in effect when the use was commenced, or when the permit for the structure was issued, or if no permit was issued, when the structure was erected, or the boundaries of the lot were defined by recorded deed or plan.
- Y. Occupancy Permit:** A permit required by the Commonwealth of Massachusetts Building Code.
- Z. Parking Space:** An area not less than 9 feet by 20 feet which is available for parking a single motor vehicle.
- AA. Recreational Vehicle:** A vehicular portable structure built on a chassis and designed to be used for travel, recreational or vacation use.
- BB. Setback:** The shortest distance between a given lot line and any structure situated upon that lot, excluding the projection from such structure of cornices or eaves not exceeding 24 inches in width or of steps or sills.
- CC. Setback Area:** The area within the perimeter of a lot between the lot lines and the lines of required setback within such lot.
- DD. Special Permit:** Shall mean authorization by a special permit granting authority for a specific use in a specified district as described in section IX of this by-law.
- EE. Street:** A street or way used or available for use for vehicular traffic and meeting one of the following definitions:
1. A public way duly laid out by the Town of Acton, Middlesex County, of the Commonwealth of Massachusetts;
  2. A way shown on a plan theretofore approved and endorsed in accordance with the Subdivision Control Law; or
  3. A way in existence on March 9, 1953, having, in the opinion of the Planning Board, sufficient width, suitable grades and adequate construction to provide for the needs of vehicular traffic in relation to the proposed use of the land abutting thereon or served thereby.
- A public or private way shall not be deemed to be a street as to any lot of land that does not have rights or access to and passage over said way.
- FF. Structure:** A combination of materials assembled by man and located at a fixed location. Structures include buildings, towers, masts, sheds, roofed storage areas, mechanical equipment, swimming pools, signs and fences; but exclude driveways, walkways, and other paved areas.
- GG. Variance:** Shall mean an authorization by the Board of Appeals to an applicant for a deviation from the terms of this by-law as described in section X of this by-law.
- ### III. Districts
- A. Type of Districts:**  
For the purpose of this by-law, the town of Acton is divided into the following districts:



**1. Residential Districts:**

- a. Residence 1 (mainimum 40,000 sq. ft. lots) R-1
- b. Residence 2 (minimum 20,000 sq. ft. lots) R-2
- c. Residence 3 (minimum 80,000 sq. ft. lots) R-3

**2. Business Districts:**

- a. General Business B
- b. Village Center Business VCB

**3. Industrial Districts:**

- a. General Industrial I-1
- b. Light Industrial I-2

**4. Agriculture-Recreation****Conservation District:** ARC**5. Flood Plain District:** FP**B. Location of Districts:**

The boundaries of all districts except flood plain district are shown on the map entitled "Zoning Map of the Town of Acton, Map No. 1" as revised and filed in the office of the Town Clerk, which map with the notations thereon, is hereby made a part of this by-law.

The general location of the flood plain district is shown on a map entitled "Zoning Map of the Town of Acton, Map No. 2" as revised and filed in the office of the Town Clerk, which with the notations thereon, is hereby made a part of this by-law. The exact boundaries of the flood plain district are to be determined using the elevations listed in Flood Plain Table I.

Land in the flood plain district is subject to the provisions of section IV H, in addition to the provisions of this by-law for the use district in which it is located.

**C. District Boundaries:**

1. When a district is bounded by a street, railroad track or brook the boundary of the district shall be construed to be the center line of the street, the railroad track or the brook.
2. When a district boundary line divides a lot in single ownership on the effective date of this by-law or any amendment thereof which changes a district boundary, the requirements of this by-law applicable to the less restricted portion of the lot shall be deemed to extend not more than 30 feet into the more restricted portion, provided the lot has frontage on a street in the less restricted district; and further provided that such extension shall continue only so long as the portion of the lot into which the less restricted uses are extended remains part of said lot. For the purpose of this rule any district in the following list is less restricted than districts preceeding it in the list: All R districts, ARC, VCB, B, 1-2,

I-1. This rule does not apply to flood plain district boundaries.

**IV. USE REGULATIONS****A. Regulations Applicable to All Districts**

1. No land or structure shall be used for any purpose unless such use is expressly authorized by this by-law.
2. No land or structure shall be used in any manner so as to create dangerous, injurious, noxious or otherwise objectionable conditions, including electric, fire, explosive, radioactive or other hazards; excessive noise or vibrations; smoke, dust, odor or other form of air pollution; glare or excessive light; or liquid or solid refuse or waste.
3. Any municipal, education, religious, historical or conservation use is permitted in any district, provided that such a use shall comply with all applicable requirements contained in sections V, VI and VII of of this by-law.
4. No mobile home, whether affixed to the land or not, shall be used or located on any lot unless a special permit therefor has been granted by the Board of Selectmen for one of the following purposes:
  - a. as a temporary dwelling in a residential district;
  - b. as an office, in any district, during construction of a building or development of a subdivision;
  - c. for any other temporary use in any district, where construction of a permanent building would create an undue hardship.

No such special permit shall be granted unless the Board of Selectmen finds that the proposed use will not be offensive, injurious or a nuisance to the neighborhood. No such special permit or successive permits shall be granted for a period of more than eighteen months, except in the case of a construction project office where the Board of Selectmen finds a longer period to be necessary and grants successive permits.

No special permit shall be issued hereunder until the applicant obtains all necessary permits and approvals from the Board of Health for the proposed use.
5. No recreational vehicle parked on any lot shall be occupied for a period of more than 10 days during any calendar year, but any such recreational vehicle may be parked on any lot in compliance with the parking requirements of this by-law.

**B. Residential Districts - (R1, R2, R3)**

1. The following uses are permitted in a residential district:
  - a. a single family dwelling including for not more than 4 private motor vehicles;
  - b. agricultural use, including sale of farm products, the major portion of which is grown on the premises;
  - c. housing for farm equipment;
  - d. accessory uses of a single family dwelling by a resident thereof including, but not limited to:
    - (1) toolsheds, greenhouses, gardens, tennis courts and swimming pools;
    - (2) a workshop or studio for a handicraft worker or artist; or an office, studio or other facility for the provision of personal services such as those of a physician, dentist, lawyer, hairdresser, real estate broker or teacher, provided, however, that no persons other than the residents are employed on the premises in connection with these uses.
  - e. rental of rooms in a single family dwelling, without cooking facilities, to not more than 4 persons.
2. The following and similar uses may be permitted by a special permit from the Board of Appeals if adjudged non-detrimental to the neighborhood:
  - a. kennel;
  - b. nursing or convalescent home;
  - c. undertaking establishment;
  - d. guest or lodging house for more than four persons;
  - e. multiple dwelling units, not exceeding 4, in a residential house in existence on April 1, 1971;
  - f. outdoor recreational facilities, not otherwise permitted, for swimming, tennis, ice skating, baseball, football, and playgrounds. The Board of Appeals, before issuing any permit hereunder, shall determine that the facility will in no way be used for business or profit and that its construction and use will not substantially detract from the residential value and appearance of the neighborhood.
  - g. multiple dwelling units for the elderly operated under the jurisdiction of the Acton Housing Authority.
  - h. In a single family dwelling an accessory apartment for use by members of the family, with not more than 600 square feet of gross floor area, which may

include separate kitchen and bath facilities.

- i. A 9 hole golf course of at least 2,250 yards in length or 18 hole golf course at least 4,500 yards in length, whether operated for profit or not, including clubhouse and restaurant facilities, and other accessory buildings and parking areas incidental thereto. The Board of Appeals, before granting any such permit, shall determine that the facility is a 9 or 18 hole golf course of the required yardage, that artificial lighting will be provided only in parking areas and for security and safety immediately external to buildings, and that the construction and use of such a facility will not substantially detract from the value and appearance of the neighborhood. In granting a permit, the Board of Appeals shall impose limitations as to the time of operation; may permit other recreational uses such as swimming and tennis, (but shall not permit the recreational uses such as swimming and tennis), but shall not permit the recreational use on a golf course of motorized vehicles powered by internal combustion engines; shall establish reasonable building setbacks consistent with the type of use, but in no case less than 50 feet, notwithstanding any other provisions of the zoning by-law; shall impose any other reasonable conditions, limitations and safeguards as the Board of Appeals deems to be in the best interest of the abutting landowners, neighborhood and Town; and shall condition the continuance of the permit upon compliance with all such conditions, limitations and safeguards. In its discretion the Board of Appeals may require surety bond, cash, or other adequate security to insure compliance with such conditions, limitations and safeguards.
- j. use of a portion of a single family dwelling by residents thereof for a workshop or studio for a handicraft worker or artist; or an office, studio, or other facility for the provision of personal services such as those of a physician, dentist, employing no more than 2 persons on the premises in addition to the residents.

**C. General Business District (B)**

1. The following uses are permitted in a general business district:
  - a. All uses permitted in IV B.1.
  - b. retail business or service; utility;



- manufacturing on the premises of products, the major portion of which is to be sold on the premises to the ultimate consumer thereof;
  - c. bank, office, or professional building;
  - d. hotel or motel;
  - e. place of amusement or assembly for not more than 500 persons;
  - f. restaurant where food and beverages are consumed indoors or, if consumed outdoors, are consumed on a patio closed on all sides with entrance to the patio normally available from the building;
  - g. hospitals, nursing homes and convalescent homes.
2. The following and similar uses may be permitted by a special permit from the Board of Appeals if adjudged non-detrimental to the neighborhood:
- a. kennel;
  - b. wholesale business not involving manufacture;
  - c. warehouse;
  - d. stone quarry;
  - e. undertaking establishment;
  - f. sand or gravel pit;
  - g. place of amusement or assembly for more than 500 persons. The Board of Appeals, before granting any such special permit, shall determine that the construction and use of such a facility will not substantially detract from the value and appearance of the neighborhood, that the immediate roadways have sufficient capacity to handle expected traffic volume, and that adequate protection is provided for the safety and welfare of the patrons. In granting a permit, the Board of Appeals shall impose limitations as to the time of operation; shall impose such other conditions, limitations, and safeguards as the Board deems necessary for the convenience and welfare of the public; and shall condition the continuance of the permit upon compliance with such other conditions, limitations and safeguards as the Board deems appropriate. In its discretion the Board may require a surety bond, cash, or other adequate security to insure compliance with such conditions, limitations and safeguards.

#### **D. Village Center Business District (VCB)**

1. The following uses are permitted in a village center business district:

- a. retail store with a maximum gross floor area of 5,000 square feet per floor;
  - b. service shop, such as barber shop, beauty shop, dry cleaning pick-up shop, with a maximum gross floor area of 2,500 square feet;
  - c. repair shop, such as shoe repair, appliance or electronic repair, jewelry repair, with a maximum gross floor area of 3,000 square feet;
  - d. shop, or crafts shop, for the manufacture on the premises of products to be sold on the premises to the consumer, such as leather goods, clothing, food, jewelry, with a maximum gross floor area of 2,000 square feet;
  - e. bank, financial, business or professional office;
  - f. restaurant where food and beverages are served and consumed by patrons seated at a table or counter; with a maximum gross floor area of 5,000 square feet;
  - g. combinations of a, b, c, d, e and f above in any one building;
  - h. single family or multi-family dwellings (either in a separate building or in a building or in a building used for other purposes) existing as of April 1, 1973.
2. The following and similar uses may be a special permit from the Board of Appeals if adjudged non-detrimental to the neighborhood:
- a. Combined business-residential use in one building, provided that the residential use shall be permitted only above the ground floor and further provided that no more than 4 dwelling units shall be allowed in a building;
  - b. undertaking establishment;
  - c. private lodge or club;
  - d. conversion or residence existing on April 1, 1973, to combined business and residence use or to multiple dwelling units, provided that in either case no more than 4 dwelling units shall be allowed in a building.

#### **E. General Industrial District (I-1)**

1. The following uses are permitted in a general industrial district (I-1):
- a. Manufacturing;
  - b. warehousing;
  - c. wholesaling;
  - d. all uses as permitted in section IV C.1.b,c,e and f.
2. The following and similar uses may be permitted by a special permit from the Board of Appeals if adjudged non-

detrimental to the neighborhood:

- a. Kennel;
- b. stone quarry;
- c. truck terminal;
- d. undertaking establishment;
- e. sand or gravel pit;
- f. place of amusement or assembly for more than 500 persons subject to the standards and provisions set forth in section IV.C.2.g.

#### **F. Light Industrial District (I-2)**

1. The following uses are permitted in a light industrial district (I-2):
  - a. Scientific or research laboratory;
  - b. office for executive or administrative purposes;
  - c. public utility or community use;
  - d. manufacturing, warehousing or processing operations, provided that the following manufacturing, warehousing and processing operations shall not be permitted: ordinance and accessories, meat packing, textile dying and finishing, wool scouring, sawmill, quarry, paper or pulp mill, fertilizer plant, petroleum refining, paving, processing of reclaimed rubber, tannery, ready mix concrete, refractory concrete block and brick, primary smelting and refining, place of amusement or assembly, and metal fabrication requiring use of drop hammers.
2. No storage of goods or materials shall be permitted on the lot except in a fully enclosed building.

#### **G. Agriculture-Recreation Conservation District (ARC)**

This district is intended to protect the public health and safety, to protect persons and property against the hazards of flood water inundation and development of unsuitable soils, swamp land, marsh land and water courses; to conserve and increase the amenities of the Town, its natural conditions and open spaces, for recreation, agriculture, and the general welfare.

1. The following uses are permitted in an agriculture-recreation-conservation district:
  - a. Conservation areas for water, water supply, plants, and wildlife, and dams necessary for achieving this purpose;
  - b. agriculture, floriculture, horticulture, forests, and tree farms, provided that any equipment necessary for these uses is normally stored in an enclosure, and is not visible from district or property boundaries;
  - c. accessory buildings and structures for the above uses.

2. The following and similar uses may be permitted by a special permit from the Board of Appeals if found to be compatible with other uses in the district and the purpose of this section:

- a. Outdoor recreational uses, including tennis, swimming, skiing, playgrounds, parks, and golf courses; provided golf courses shall be subject to all the provisions of section IV.B.2.i;
- b. display and sale, or offering for sale, of farm produce, provided that the major portion of the produce is raised on the premises, and provided that no stand for such sale is located within 25 feet of a street side line.

#### **H. Flood Plain (FP)**

The further restrictions imposed upon use of lands in the flood plain are to assure the health and safety of the occupants of lands subject to seasonal or periodic flooding, to develop a long term stability in the amount of land area subject to flooding and to maintain the water retention qualities and capacity of land subject to flooding.

1. In the flood plain, any use otherwise permitted by this by-law shall be allowed subject to the provisions of this section.
2. Any person desiring to construct, excavate, fill or grade within the flood plain shall submit to the Board of Appeals an application therefor, including 5 copies of a site development plan. The site development shall include, but shall not necessarily be limited to, plans for the total site development, existing and proposed buildings, original grade elevations, proposed final grade elevations, definition of methods of grading and filling, drainage system layouts, and septic system plan.
3. After receipt of the application, the Board of Appeals shall transmit forthwith one copy of the site development plan to the Planning Board, Conservation Commission, Board of Health and Town Engineer. Each one shall submit a written report to the Board of Appeals within 35 days after receipt of the site development plan. After a public hearing with due notice, the Board of Appeals shall act on each such application within 90 days of the public hearing thereon.
4. The Board of Appeals shall issue a special permit if, after due consideration of all information presented to it, including any written recommendations received from the Planning Board, Conservation Commission, Board of Health and Town Engineer,



it finds that the proposed use in accordance with the Site Development Plan:

- a. will not have a substantial detrimental effect on other land within or adjacent to the Flood Plain;
  - b. is compatible by design and in operation with seasonal or periodic flooding; and
  - c. will be consistent with the requirements of 5 below where a structure for human occupancy is involved.
5. In the case of human occupancy of a structure on the site whether a residence, place of employment or otherwise:
    - a. all floor levels of possible use by human beings shall be at least 2 feet above the flood plain elevation in Flood Plain Table I;
    - b. vehicular and pedestrian access on the site to the structure shall be at least 1 foot above the flood plain elevation in Flood Plain Table I;
    - c. the structure shall be designed and built in a manner to assure the health and safety of the occupants.
  6. None of the foregoing provisions relating to the presentation of an application to construct, excavate, fill or grade, to the submission of a site development plan, or to the securing of a special permit from the Board of Appeals shall apply to the maintenance or repair of existing structures or paved areas.
  7. Nothing contained in this section IV.H. shall limit the authority of the Board of Health nor affect the general applicability of the State Building Code.
  8. The Board of Appeals, in making its findings, shall give full consideration to properly documented engineering data showing a change or an error in flood plain elevations as shown in Table I.

5. Along Fort Pond Brook upstream of Erikson's Dam to Martin Street in the area bounded by Fletcher Court, Main Street, Maple Street, Martin Street and a straight line connecting the dead ends of Martin Street and Fletcher Court. 197.2 - 195.0
6. Along Fort Pond Brook between Martin Street and Central Street and bounded by Main Street, Central Street, Summer Street, Willow Street, and the southern boundary of Acton bordering Maynard and Stow, but excluding the areas previously described in Area #3. 198.6 - 198.6
7. Along Fort Pond Brook between Central Street and Massachusetts Avenue, South of Massachusetts Avenue. 201.9 - 199.6
8. Along Fort Pond Brook between Massachusetts Avenue and Arlington Street, north of Massachusetts Avenue. 202.7 - 201.9
9. Along Grassy Pond Brook north of Hayward Road. 206.0 - 206.0
10. Along Fort Pond Brook between Arlington Street and Central St. 204.7 - 202.9
11. Along Fort Pond Brook from Central Street upstream to the Old Farm Road, being approximately 2415 feet. 206.0 - 205.5
12. Along Guggins Brook upstream to a point 600 feet above the intersection of the said brook with Fort Pond Brook and including the area bounded by Summer Street, Arlington Street, Massachusetts Avenue, and the Acton-Boxborough town line. 209. - 209.0
13. Along Fort Pond Brook from the old farm road described in Area #11 upstream of the Acton-Boxborough town line, a distance of approximately 1140 feet. 208.3 - 208.3
14. Along Fort Pond Brook upstream of Littlefield Road in the area bounded by Littlefield Road, Nashoba Road, Massachusetts Route 2, and the Acton-Boxboro town line. 208.3 - 208.3
15. Along Nashoba Brook from the Acton-Concord town line upstream to Wetherbee Road. 129.1 - 127.8
16. Along Nashoba Brook from Wetherbee Road upstream to Concord Road. 129.8 - 129.8
17. Along Nashoba Brook from

### FLOOD PLAIN TABLE I

Area	Location	Flood Plain Elevations* (in feet)
1.	Along Assabet River upstream of Powder Mill Dam to Acton-Maynard town line.	149.2 - 148.0
2.	Along Assabet River downstream from Powder Mill Dam to Acton-Concord town line.	136.0 - 134.2
3.	Along Fort Pond Brook from the Acton-Concord town line to Laws Brook Road.	128.4 - 125.1
4.	Along Fort Pond Brook between Laws Brook Road and Parker St.	135.1 - 128.4

Concord Road upstream to Brook Street.	141.0 - 139.1
18. Along Nashoba Brook from Brook Street upstream to Great Road.	144.0 - 141.5
19. Along Nashoba Brook from Great Road upstream to the lower dam located near the end of Wheeler Lane.	156.0 - 144.2
20. Along Nashoba Brook from the lower dam upstream to the upper dam, both of which are located near the end of Wheeler Lane.	164.7 - 158.1
21. Along Nashoba Brook from the upper dam located more or less at the end of Wheeler Lane upstream to Carlisle Road.	169.0 - 168.9
22. Along Nashoba Brook from Carlisle Road upstream to Main Street.	170.3 - 169.2
23. Along Nashoba Brook from Main Street upstream to the New York, New Haven, and Hartford Railroad bridge.	171.9 - 171.4
24. Along Nashoba, Nonset and Butter Brooks upstream of where the New York, New Haven, and Hartford Railroad crosses Nashoba Brook to the Acton-Westford town line.	172.9 - 172.9

\* Elevations are based relative to USGS mean sea level. The higher elevation applies to the upstream end of the designated area; the lower elevation to the downstream end. The flood plain elevation for any land is determined by interpolation between the two flood plain elevation figures shown in the table, on the basis of its relative distance in feet from the upstream and downstream ends.

## **V. NON-CONFORMING USES, LOTS, STRUCTURES AND PARKING**

**A.** Except as provided in this section, this by-law is intended to apply to all uses of land and to all structures to the extent permitted by the General Laws.

### **B. Non-Conforming Uses:**

1. This by-law shall not be deemed to prohibit continued nonconforming use of land or structures.
2. If a non-conforming use of land or of a structure is discontinued for a period of 2 or more years, for any reason, such use shall not thereafter be resumed, unless a special permit therefor is granted by the Board of Appeals.

3. A non-conforming use of land or of a structure shall not be changed to another non-conforming use unless a special permit therefor is granted by the Board of Appeals. No such special permit shall be granted unless the Board of Appeals finds that the proposed use is more in harmony with the character of the neighborhood and the applicable requirements of the zoning district than the existing use. The grant of a special permit for a substitute non-conforming use shall terminate the right to use such land or structure for the prior non-conforming use.
4. A non-conforming use of land shall not be extended in area and a non-conforming use of a structure shall not be expanded in gross floor area unless a special permit therefor is granted by the Board of Appeals. No such special permit shall be granted unless the Board of Appeals finds that such expansion shall not be substantially more detrimental to the neighborhood than the existing non-conforming use.

### **C. Non-Conforming Lots:**

1. Any lot which complied with the minimum area, frontage, and width requirements applicable at the time the boundaries of the lot were defined by recorded deed or plan may be built upon or used for single family residential uses, notwithstanding the adoption of increased area, frontage or width requirements, provided that (a) at the time the boundaries of the lot were defined by such deed or plan the lot was held in separate ownership from adjoining land, (b) the lot conformed to then existing requirements of the Acton Zoning By-law and (c) the lot had at least 5000 square feet of area and 50 feet of frontage.
2. Any lot in an I-1, I-2 or B district which complied with the minimum area and frontage requirements applicable at the time the boundaries of the lot were defined by recorded deed or plan may be built upon or used, notwithstanding the adoption of increased area or frontage requirements in such district, or both, provided that (a) at the time of building or use, such lot otherwise conforms to the regulations of this zoning by-law and (b) at the time of the adoption of the increased requirements, such lot was held and has continued to be held in ownership separate from that of adjoining land in the same zoning district. If a lot in an I-1, I-2 or B district complies with the requirements of the preceding sentence in all respects



except that at the time of the adoption of the increased area or frontage requirements, or both, such lot was held in ownership not separate from that of adjoining land in the same zoning district, such lot shall, in conjunction with all such adjoining land in common ownership, be regarded as having sufficient area and frontage.

#### **D. Non-Conforming Structures:**

1. This by-law shall not be deemed to prohibit the continued use of any non-conforming structure.
2. A non-conforming structure may be repaired and maintained or altered in any manner which does not change its exterior dimensions.
3. A non-conforming structure other than a single or two-family dwelling, shall not be altered or added to in any manner which changes its exterior dimensions unless a special permit therefor is granted by the Board of Appeals. No such permit shall be granted unless the Board of Appeals finds (a) that such alteration or addition does not further violate the requirements of this by-law, and (b) that such alteration or addition is not substantially more detrimental to the neighborhood than the existing non-conforming structure.
4. A single or two-family dwelling may be altered or added to in any manner which

does not increase the non-conforming nature of such dwelling.

5. If a non-conforming structure is damaged by fire, storm or similar disaster to an extent greater than 50% of its value, it shall not be rebuilt or reconstructed without a special permit from the Board of Appeals. No such special permit shall be granted unless the Board of Appeals finds (a) that such rebuilding or reconstruction will not be detrimental to the neighborhood, and (b) that to the extent possible the structure will be rebuilt or reconstructed in conformity with the dimensional requirements of this by-law. For purposes of this section, the value of the building shall be based on its fair market value before it was damaged.

#### **E. Non-Conforming Parking:**

This by-law shall not be deemed to prohibit the continued use of any land or structure that is non-conforming with respect to parking requirements.

### **VI. DIMENSIONAL AND DEVELOPMENT REGULATIONS**

#### **A. Dimensional Regulations**

No building or structure shall be located or erected on any lot and no activity shall be conducted on any lot, except in accordance with the dimensional regulations set forth in the Dimensional Regulation Schedule and the other requirements of this section.

#### **DIMENSIONAL REGULATION SCHEDULE**

	<b>Minimum Lot Area (sq. Ft.)</b>	<b>Minimum Frontage (1)</b>	<b>Minimum Access Width</b>	<b>Minimum Setback from Front Lot Lines (2)</b>	<b>Setback All Other Lot Lines</b>	<b>Maximum Stories</b>	<b>Height Feet</b>
R-1 All Uses	40,000	200	75	45	20	2½	
R-2 All Uses	20,000	150	75	30	10	2½	
R-3 All Uses	80,000	200	75	45	20	2½	
B All Uses Allowed in R-2 subject to regulations in R-2	20,000	150	50	30	10	2½	
Two to Four Family Residences and conversions (per D.U.)	10,000	100	50	30	20	2½	
Multiple Dwelling Units	80,000	200	50	45	30	3	
(with at least 4,500 sq. ft. for the first bedroom, studio or efficiency and at least 3,000 sq. ft. for each additional bedroom)							
All Other Business Uses	10,000	100	50	30	30	3	36
VCB	None	None	None	10	10(3)	3	36
I-1 All Permitted Uses	40,000	100	50	45	20		36
I-2 All Permitted Uses	87,120	200	50	50	30(4)		36
ARC All Permitted Uses	80,000	200	75	45	20	3	36

**B. Height:**

1. The height limitations contained in this by-law shall not apply to chimneys, elevator shafts, mechanical equipment and other usual and necessary appurtenances and structures above the roofline of a building, which are not used for human occupancy and which do not occupy more than 20% in the aggregate of the roof plan area of the building; provided, however, that no structure, whether on the roof of a building or not, shall exceed 44 feet above grade unless the Board of Appeals finds that such structure is required for the proposed use and will not be detrimental to the neighborhood and grants a special permit therefor.

**C. Setback Area:**

1. No structure shall be located within any setback area except boundary fences not more than 8 feet high, steps, terraces, underground storage tanks, signs permitted by Section XI, and facilities associated with the provision of utilities such as drains, wells, transformers and septic systems.
2. In a B, VCB or ARC district, no parking space or other paved surface shall be located within 10 feet of any lot line, except for driveways and paved walkways.
3. In I-1 and I-2 districts, no parking space or other paved surface shall be located within 10 feet of any front lot line

nor within the required setback from any other lot line except for driveways and paved walkways. In the case where a common driveway serves 2 lots of similarly zoned land, this limitation shall not apply to the setback area along the common lot line.

4. Driveways shall be permitted to cross the open space required by Sections VI.C.2. and VI.C.3., but only to the extent required to provide adequate access to public ways and not to derogate from the intent to maintain open space at the perimeter of the lot.
5. The setback area shall be landscaped in such a manner that landscaping does not interfere with traffic visibility at the intersection of two streets or with the visibility of a driveway or other egress to the street.

**D. Lot Coverage:**

1. The area covered by all buildings on a lot in a general business, I-1 or I-2 district shall not exceed 35% of the area of the lot. The area covered by all buildings and parking areas shall not exceed 75% of the area of the lot. Parking areas include parking spaces, traffic lanes, maneuvering spaces, loading bays, but exclude entrance and exit driveways.
2. The area covered by all buildings on a lot in a VCB district shall not exceed the following percentages of the area of the lot:

<b>Lot Size</b>	<b>% Used for Buildings</b>
Up to 40,000 sq. ft.	80%
40,000 sq. ft. and over	70%

**E. Frontage:**

A public or private way shall not be deemed to be a street for the purpose of providing frontage to any lot that does not have rights of access to and passage over said way.

**F. Fencing and Screening:**

For lots in I-1, I-2, and B districts which abut residential districts or property used for residential purposes, a fence or other suitable screening shall be provided between properties.

**G. Lighting:**

Lighting facilities, in parking areas, on the exterior of the buildings, and on signs, shall be so arranged that they neither unreasonably distract occupants of adjacent properties nor interfere with traffic on any public way. They shall be so placed or hooded as to prevent direct light from shining onto any street or adjacent property.

**H. Buildings on Lot:**

Other than apartment units, no more than one

**FOOTNOTES TO DIMENSIONAL REGULATION SCHEDULE**

1. **Exceptions:** (a) If a lot fronts entirely on a 64.5 foot or greater sideline radius cul-de-sac, the minimum frontage will be 100 feet; (b) if a lot fronts entirely on the outside of a curved road sideline of 300 foot radius or less, the minimum frontage will be 125 feet for R-2 and 150 feet for R-1 and R-3.
2. If a lot fronts on more than one street the minimum setback distance from the front lot line shall be provided from each street.
3. 20 feet if adjacent to a residential district (R-1, R-2, R-3) or property used for single family dwellings.
4. 60 feet if adjacent to a residential district (R-1, R-2, R-3) or property used for single family dwellings.



building for residential use shall be erected on a single lot.

## **VII. OFF-STREET PARKING AND LOADING REQUIREMENTS**

- A.** No building or structure shall be located upon any lot and no activity shall be conducted upon any such lot unless the parking and loading requirements set forth in this section are satisfied.
- B.** Off-street parking spaces shall be provided in accordance with the following Parking Requirement Schedule:

### **PARKING REQUIREMENT SCHEDULE**

<b>Principal Use</b>	<b>Minimum Number of Spaces</b>
One family dwellings	2 spaces.
Multi-dwelling units	2 spaces per dwelling unit.
Accessory uses permitted in section IV.B.2.j.	3 spaces plus 3 spaces for each non-resident employee.
Business and professional offices; banks and saving institutions	1 space for each 270 square feet of gross floor area, plus 1 space for every 2 employees.
Hotels and motels	3 spaces for each 2 rental units, plus 3 spaces for each 20 square feet of floor area available for meetings or functions and 1 space for every 4 employees.
Restaurants and other places of assembly or of amusement	1 space for every 4 seats, plus 1 space for every 4 employees.
Hospitals, nursing homes, convalescent homes, rest homes and extended care facilities.	1 space for each 2 beds.
Retail stores, service establishments:	
(a) under 3,000 square feet	1 space for each 270 square feet of gross floor area.
(b) over 3,000 square feet	1 space for each 180 square feet of gross floor area.
Uses permitted in the general industrial (I-1) and the light industrial district (I-2), not specifically provided for hereinabove	1 space per employee plus 1 space for each 2,000 square feet of gross floor area for the first 20,000 square feet and 1 space for each additional 10,000 square feet.
Any use permitted in ARC district	1 space for every 3 users, based upon the maximum anticipated use of the facility.

1. When a computation of the off-street parking space requirements results in a fractional number, only the fraction of  $\frac{1}{2}$  or more shall be counted as 1.
2. When one building is used for more than one use, off-street parking space requirements shall be the sum of the requirements computed separately for each use.

### **C. Requirements Applicable to B, VCB, I-1, I-2 and ARC Districts:**

1. One or more loading bays shall be provided for each building or part thereof which, in the ordinary course of the permitted uses of such building or part thereof, may be regularly served by tractor-trailer trucks or other vehicles of similar size parked outside of the building.
2. Driveways must be at least 24 feet but not more than 36 feet wide and must have separate entrance and exit lanes. Each lot may have at least one driveway and may have one additional driveway for each 200 feet of frontage on a public way in which case driveways shall not be located closer than 200 feet apart.
3. All required off-street parking and loading bay spaces, including traffic lanes and maneuvering space therefor, as well as driveways, shall be paved, shall (except in a VCB district) be located entirely on the same lot as and within a reasonable distance of the principal use they are designated to serve, and shall be cleaned, plowed and maintained in good condition at all times by the owner or occupant thereof as the responsibility between them shall have been determined. Off-street parking in a VCB district need not be located on the same lot with the associated use but must be within the same VCB district in which the use is located, and must comply with all other parking requirements of this by-law.
4. A plan or plans showing, as applicable, the location of buildings existing and to be erected, of off-street parking and loading bay spaces including traffic lanes and maneuvering spaces, of driveways, of signs and of lighting facilities and the method of drainage of surface water from all paved areas, shall be submitted to the Building Commissioner for prior approval 60 days before any application for a permit shall be made or any change of use commenced.

### **D. Increased Parking Requirements:**

1. The use of any land or structure shall not be changed to a use which requires

more parking spaces under the section VII.B. unless either

- (a) the number of parking spaces required for the new use is provided or
  - (b) a special permit therefor is granted by the Board of Appeals.
2. The Board of Appeals shall grant a special permit if it finds that it is not practicable to provide the number of parking spaces required, and either:
    - a. In the case of a change from a non-conforming use to a conforming use, that the benefits of the change to a conforming use outweigh the lack of parking spaces, or
    - b. in any other case, that the lack of parking spaces will not create undue congestion or traffic hazards; provided, however, that the Board of Appeals shall require that the maximum practicable number of parking spaces shall be provided on the lot.
  3. No building existing on April 1, 1970 shall be enlarged if such enlargement increases the gross floor area of the building by 1500 square feet or more or to more than 125 percent of the gross floor area thereof as of April 1, 1970, whichever is less, unless
    - (a) additional parking spaces are provided equal to the number which would be required for such enlargement of
    - (b) a special permit therefor if granted by the Board of Appeals. No such special permit shall be granted unless the Board of Appeals finds that the lack of parking spaces will not create undue congestion or traffic hazards; provided, however, the Board of Appeals shall require that the maximum practicable number of parking spaces shall be provided on the lot.

## VIII. SITE PLAN APPROVAL

- A.** No business or industrial building and no building containing more than four multiple-dwelling units shall hereafter be erected or externally enlarged, and no business, industrial, or multiple dwelling use shall hereafter be expanded in ground area except in conformity with a special permit from the Board of Selectmen approving a site plan for the lot. For purposes of this section term "externally enlarged" shall mean an increase of at least 10 percent in the floor area of the building and the term "expanded in ground area" shall mean an increase in the ground area devoted to such use.
- B** Any person seeking a special permit under this section shall submit 6 copies of an application

and a proposed site plan to the Board of Selectmen. Said site plan shall show, among other things, all existing and proposed buildings, structures, signs, parking spaces, driveway openings, driveways, service areas, and other open uses; all facilities for sewage, refuse and other waste disposal and for surface water drainage; and all landscape features (such as fences, walls, planting areas and walks) on the lot. The site plan also shall include information as to the proposed use of the buildings. The site plan shall include that portion of any adjacent land owned or used by the applicant on which the use is similar to or connected with the use for which the special permit is being sought.

- C.** The Board of Selectmen shall promptly transmit a copy of the site plan and any accompanying information to the Planning Board, the Building Commissioner, the Board of Health, the Conservation Commission and the Town Engineer for their report and recommendations. Said boards and officers shall render a report and recommendations within 35 days of receipt of plan by the Board of Selectmen. Failure to do so shall be deemed a lack of opposition to the site plan.
- D.** In considering a special permit under this section, the Board of Selectmen shall assure to a degree consistent with the reasonable use of the site for any of the uses permitted by this by-law for the district in which it is located:
  1. Protection of adjoining land against seriously detrimental or offensive uses on the site;
  2. convenience and safety of vehicular and pedestrian movement within the site and in relation to adjacent streets and land;
  3. adequacy of the methods of disposal for sewage, refuse and other wastes resulting from the uses permitted on the site, and the methods of drainage for surface water from its parking spaces and driveways.

## IX. SPECIAL PERMITS

- A.** Unless this by-law expressly provides otherwise, the Board of Appeals shall be the special permit granting authority.
- B.** No special permit shall be granted unless the special permit granting authority finds that:
  1. The special permit will be in harmony with the general purposes and intent of the by-law and
  2. that all requirements or conditions for the grant of such a permit contained in this



by-law have been satisfied.

- C.** The special permit granting authority may attach such conditions or safeguards or limitations on the grant of a special permit as it finds to be reasonable, including but not limited to:

1. Set back requirements greater than the minimum required by this by-law;
2. requirements as to installation of screening, fencing, landscaping or other means of protecting adjacent property;
3. modification of the exterior features or appearance of any structure;
4. limitation as to size, number of occupants, or method and time of operation of any proposed use;
5. regulation of number, design, and location of access drives and other traffic features;
6. requirement for off-street parking and other special features;
7. installation of mechanical or other devices to limit noise, light, odor or other objectionable aspects of a use;
8. requirement for surety bonds or other security for the performance of any conditions attached to the special permit.

- D.** Any special permit granted under this by-law shall lapse within a period of time, to be specified by the special permit granting authority, not to exceed 2 years from the date of issue, unless, in the case of a special permit for a building or structure, construction has commenced, or, in the case of any other use of or activity upon land, such use or activity has commenced.

- E.** The public hearing on any application for a special permit shall be held within 65 days after the filing of the application therefor with the special permit granting authority and with any other officers, boards or commissions, as required by law and the by-law.

- F.** Failure of the special permit granting authority to act within 90 days following the public hearing shall be deemed to be the grant of the special permit applied for and the applicant shall be entitled to whatever documents are necessary to evidence such permit.

## **X. VARIANCES**

- A.** The Board of Appeals shall have the power to grant a variance from the terms of this by-law with respect to particular land or structures if it specifically finds that owing to circumstances relating to the soil conditions, shape, or topography of such land or structures and especially affecting such land or structures but not affecting generally the zoning district in which it is located, a literal enforcement

of the provisions of the by-law would involve substantial hardship, financial or otherwise, to the petitioner or appellant, and that desirable relief may be granted without substantial detriment to the public good and without nullifying or substantially derogating from the intent or purpose of this by-law.

- B.** Variances may be granted from the use regulations of this by-law contained in section IV. in accordance with the General Laws.

- C.** Variances may be granted from the dimensional and development requirements of this by-law contained in section VI. or from the off-street parking and loading requirements contained in section VII. in accordance with the General Laws.

- D.** The Board of Appeals may impose conditions, safeguards, and limitations both of time and of use, including the continued existence of any particular structures but excluding any condition, safeguards or limitation based upon the continued ownership of the land or structures to which the variance pertains by the applicant, petitioner or any owner.

- E.** If the rights authorized by a variance are not exercised within one year of the date of grant of such variance they shall lapse, and may be reestablished only after notice and a new hearing.

## **XI. SIGNS**

- A. Definitions:** When used in this section, and in this section only, the following words shall have the meanings set forth below:

1. Sign: Any symbol, design or device used to advertise, identify or inform persons about any product, premises, person or activity.
2. Outdoor Sign: Any sign placed out of doors in view of the general public.
3. Display Surface: The total exposed area of a sign. Where signs are placed back to back and face in opposite directions the display surface is defined as the area of one face of the sign. The display surface of an individual letter sign or other irregularly shaped sign shall be the smallest rectangle into which the sign will fit.
4. Sign Structure: The supports, uprights, braces and framework of the sign.
5. Erected: Attached, constructed, reconstructed, altered, enlarged or moved. Erected shall not mean repainted, cleaned, repaired or maintained, except where a structural change is made. Altered includes changes in the lettering or symbols on the sign.
6. Projection: The distance a sign extends beyond the building.

7. Store: Any use permitted in a business district or a village center business district except a residential use.
8. Industrial Use: Any use permitted in an industrial district.
9. Business Center: Any aggregation of 2 or more stores or industrial uses which share a parking area in common.
10. Street: Any public way or private way open to the public.
11. Curb Line: The delineation between the area intended for pedestrian traffic and the area intended for vehicular traffic.
12. Parking Area: A public or private parking area for motor vehicles.
13. Wall Sign: Any sign attached to or erected against the wall of a building with the display surface of the sign in a plane parallel to the plane of the wall, which does not project more than 1 foot from the face of the building.
14. Freestanding Sign: Any sign that is not attached to, erected on or supported by a building.
15. Roof Sign: Any sign attached to or erected on the roof of a building.
16. Individual Letter Sign: Any sign made up of separate self-contained letters.
17. Projecting Sign: Any sign other than a wall sign suspended from or supported by a building and projecting out therefrom.
18. Temporary Sign: Any sign intended to be used for fewer than 6 months.
19. Directional or Informational Sign: Any sign erected near a street or driveway or parking area which is necessary for the safety and direction of vehicular or pedestrian traffic. Directional or informational signs may not advertise, identify or promote any product, person, premises or activity.
20. Business Center Identifier Sign: A sign which contains the place name of a business center; the sign may contain no other advertising.
21. Directory Sign: Any sign listing the name and location of the occupants of a site or building.
22. Electric Sign: Any sign which is illuminated by incandescent or fluorescent lamps or luminous tubes.
23. Form Sign: Any sign constructed in three dimensions to represent an object.
24. Holiday Decoration: Any embellishment or ornament normally associated with the celebration of a national or state holiday.
25. Window Sign: Any sign designed to be visible from the exterior by being placed in, on, or behind a window or outside

glass door, but does not include merchandise offered for sale.

## **B. Administration and Miscellaneous**

### **1. Permits Required:**

- a. No sign shall be erected except as provided by this by-law, and after a permit has been issued by the Building Commissioner.
- b. Application for a sign permit shall be made in writing upon forms furnished by the Building Commissioner. An original application shall contain the location, by street number, of the proposed sign, the name and address of the owner of the premises where the sign is to be located, the name and address of the owner of the sign, the name and address of the sign contractor or erector, if any, and a scale drawing showing the construction, the method of installation or support, colors, dimensions and position of the sign, method of illumination, and such other relevant information as may be requested. The application must be signed by both the owner of the premises where the sign is to be located and the owner of the sign, acknowledging responsibility for compliance with this by-law. An application which is incomplete, as determined by the Building Commissioner, shall be returned to the applicant. An application for a renewal permit shall contain such information as the Building Commissioner may require.
- c. Within 60 days after application for a permit has been made the Building Commissioner shall approve or disapprove the application. If 60 days have elapsed without action by the Building Commissioner the application shall be deemed approved.
- d. A sign permit fee of \$25.00 shall be paid to the Town for each permit.
- e. Sign permits will be issued for a period of 3 years. Subsequent renewals shall be \$10.00 for each 3 years.
- f. A sign permit shall become null and void if the work for which the permit was issued has not been completed within a period of 6 months from the date of the permit. The applicant shall notify the Building Commissioner of completion of work under a permit within 10 days of completion.
- g. All signs erected under this by-law shall be erected in the exact location and manner described in the permit. The



permit number shall be clearly visible on the sign.

## **2. Exceptions:**

- a. No sign erected before April 1, 1972, shall be required to comply with the requirements of this by-law as to size or location, but the owner of the sign shall be required to obtain a permit therefor.
- b. Any sign erected before April 1, 1972, which after said date either (1) has been unused for a period of two years; or (2) advertises, calls attention to or identifies products, persons or activities which are no longer sold, located or carried on at the premises; or (3) has not been repaired or properly maintained within 60 days after notice to that effect has been given by the Building Commissioner, shall be brought into compliance with the requirements of this by-law or removed.
- c. No permit shall be required for a sign in a residential district erected in accordance with the provisions of XI.D.1 of this by-law.
- d. No permit shall be required for any sign erected by the Town or by the Commonwealth of Massachusetts or any subdivision or agency thereof.
- e. No permit shall be required for a sign in a business district erected in accordance with XI.D.2.d.h., i, and j of this section.
- f. No permit shall be required for holiday decorations when displayed within 45 days prior to and 10 days after the holiday with which they are specifically identified and which do not advertise or promote the interests of any person, premise or activity.

## **3. Enforcement:**

- a. The Building Commissioner shall inspect every sign within 30 days after it is erected to determine whether the sign has been erected in accordance with the provisions of the permit therefor and shall order the removal or modification of any sign erected or maintained in a manner inconsistent with such permit. Thirty days notice in writing shall be given to the owner of such sign, and to the owner of the premises on which such sign is located to remove the sign or to modify it to be in accordance with the provisions of the permit. Immediate removal may be ordered for any sign requiring a permit which is

erected without first obtaining such permit.

- b. Any sign owner or owner of property on which a sign is located who violates, or permits a violation of, this by-law shall be subject to a fine of not more than 30 days after the later of (1) the date of the notice referred to in a above, or (2) the date of conclusion of any appeal therefrom.

## **C. General Regulations:**

### **1. Electric Signs:**

- a. Electric signs are not permitted within residential districts.
- b. No red or green lights shall be used on any sign if the sign is located so that such lights could create a driving hazard.

### **2. General Business District (B):**

No sign shall be permitted in a general business district except as follows:

- a. There shall be no more than one exterior sign for each store, not including directional or informational signs, except as provided herein. The exterior sign for each store, not including directional or informational signs, except as provided herein. The exterior sign may be a wall sign, individual letter sign, roof sign, or projecting sign. If the store has a direct entrance into the store in a wall other than the store front, there may be a secondary sign affixed to such wall, and if the store has a wall, other than the store front, that faces upon a street or parking area, there may be a secondary sign affixed to such wall whether or not such wall contains an entrance to the store; provided, however, that no store shall have more than 2 secondary signs in any event. The display surface of each of the secondary signs shall not exceed 6 square feet.
- b. A wall sign, individual letter sign, or roof sign shall not exceed 4 feet overall in height. A wall sign, individual letter sign, or roof sign on the exterior wall of the first floor of a building shall not exceed an area of 1 square foot for each lineal foot of the store wall. No such sign shall exceed 40 feet overall in width or extend beyond the full width of the store wall. The length of signs of stores occupying other than the first floor of a building shall not exceed 6 feet. No sign shall project above the highest line of the roof or building; provided, however, that if the sign is attached to a wall having a parapet

- extending above the highest line of such roof, then the sign may reach but may not project above the top of the parapet wall.
- c. A projecting sign shall not project more than 6 feet and shall not contain more than 6 square feet of display surface.
  - d. Directional or informational signs not over 2 square feet in size shall be allowed. Directional and informational signs may not be located at a height over 6 feet above ground level if mounted on a building wall nor 3.5 feet above ground level if freestanding.
  - e. In addition to the signs permitted under paragraph a, there may be one directory sign listing the occupants or tenants of the building affixed to the exterior wall of the building at each entrance to the building. A directory sign shall not exceed an area determined on the basis of 1 square foot for each occupant or tenant of the building.
  - f. Any business may divide the total display area of the one exterior sign affixed to the front wall of the building, to which they are entitled as herein above provided, into separate signs affixed to and parallel to such wall and indicating the separate operations or departments of the business, provided, however, that the total of the width of the separate signs shall not exceed the maximum width permitted under this by-law for a single exterior sign on such wall.
  - g. The standard type of gasoline pump bearing thereon in usual size and form the name or type of gasoline and the price thereof shall not be deemed to be a sign under this by-law.
  - h. During construction of a new building, a freestanding sign may be erected on the premises to identify the building, the owner, the contractor, the architect, or the engineers, provided such sign shall not exceed 32 square feet in area, or 10 feet in width or height. Such sign shall be removed within 7 days of issuance of an occupancy permit.
  - i. In addition to signs otherwise permitted, 1 wall sign or freestanding sign, not exceeding 12 square feet in area, advertising the rental, lease, or sale of the premises shall be permitted. Such sign shall be temporary and shall be removed within 7 days of the rental, lease or sale of the premises.
  - c. No sign may be illuminated more than 30 minutes after closing of any store or business, or 30 minutes after working hours in an industrial building, nor between the hours of 11:00 P.M. and 6:00 A.M., except signs identifying municipal buildings.
  - d. Internally illuminated signs, luminous signs, and signs illuminated from an external source directed solely toward said sign are the only permitted methods of illumination. The light from any sign shall be so shaded, shielded, or directed or shall be maintained at a sufficiently low level of intensity and brightness that it shall not adversely affect the neighboring premises nor the safe vision of operators of vehicles moving on public ways. Only white lights shall be used for external illumination of a sign.

## **2. Moving Signs:**

- a. Swinging signs; flashing signs; revolving signs consisting of pennants, ribbons, streamers, spinners; strings of light bulbs; revolving beacons; searchlights; animated signs; and signs illuminated to create the illusion of motion are prohibited in all districts.

## **3. Installation:**

- a. No sign shall be erected that shall in any way create a traffic hazard, nor shall it in any way obscure or confuse traffic control.
- b. No sign, or sign structure, may project beyond the curb line.
- c. Letters, figures, characters or representations in cutout or irregular form, maintained in conjunction with, attached to, or superimposed upon any sign, shall be safely and securely built or attached to the sign structure.
- d. No sign shall be painted on the exterior surface of any wall, including windows and doors.
- e. Signs shall be designed, constructed and erected in accordance with the State Building Code.
- F. No sign shall be posted or attached to utility poles, trees, fences, other signs, or structures other than buildings.
- g. No roof sign shall be attached to any parapet.
- h. All signs shall be erected on the same lot as the premises, person or activity they are intended to advertise, call attention to or identify.



#### **4. Maintenance:**

- a. Every sign shall be maintained by the owner in a safe and well maintained condition. Every freestanding sign shall be kept free and clear of all obnoxious substances, rubbish and weeds.

#### **D. Regulations and Restrictions:**

The regulations and restrictions set forth in this article shall apply to each sign in the zoning district in which it is erected.

##### **1. Residential Districts (R-1, R-2, and R-3):**

- a. one wall sign or freestanding sign which does not exceed 2 square feet in area, having the name of the occupant or the district, or both, shall be permitted.
- b. One wall sign or freestanding sign which does not exceed 6 square feet in area and advertises the rental, lease, or sale of the premises shall be permitted; provided, however, such sign shall be removed within 7 days of the rental, lease or sale of the premises.
- c. Temporary signs not exceeding 6 square feet in area may be erected to warn against contagious diseases, to warn against danger, or to insure silence where serious illness exists.
- j. In addition to signs otherwise permitted, window signs are permitted in business districts provided that their aggregate display surface does not exceed 25% of the total exterior glass area, and that they are lighted by normal building illumination only. Window signs less than 3 by 4 feet promoting charitable events shall not count against the allowable 25%.

##### **3. Village Center Business District (VCB):**

- a. All signs, except freestanding signs, shall be subject to the restrictions contained in XI.D.2.
- b. No freestanding signs shall be permitted.

##### **4. Industrial Districts (I-1 and I-2):**

- a. All signs, except projecting signs, shall be subject to the restrictions contained in XI.D.2. The words "industrial use" shall be substituted for "store" or "business" as they appear in XI.D.2.
- b. A projecting sign shall not project more than 6 feet and shall not have an exposed display surface of more than 4 square feet. One projecting sign shall be allowed per doorway.

##### **5. Special Permits:**

- a. The Board of Selectmen may grant a special permit for a freestanding

business center identifier sign in a business district if they determine the safety of the motoring public will be substantially enhanced.

- b. The Board of Selectmen may grant a special permit for a freestanding sign in a business or industrial district if they determine that unusual circumstances such as landscaping, land contours, building setback, or buildings design or historic nature, preclude effective use of otherwise permitted signs. Any sign permitted by such special permit shall not exceed an area of one half the maximum area of the wall sign, individual letter sign, or roof sign permitted for the applicant's store or business under XI.D.2. nor 15 feet in overall height.
- c. The Board of Selectmen may grant a special permit to allow an alternative location for a directory sign other than that allowed by XI.D.2.e if they determine that the building design precludes effective use of a wall mounted directory sign.
- d. The Board of Selectmen may require appropriate conditions and safeguards before granting any special permit hereunder wherever in its opinion they are desirable.

## **XII. ADMINISTRATION**

### **A. Enforcement:**

**1. Enforcement Officer:** This by-law shall be enforced by the Building Commissioner in the manner provided for by the General Laws. Any person aggrieved by any decision of the Building Commissioner under this by-law may appeal to the Board of Appeals.

**2. Building Permit:** No building permit shall be issued unless the construction for which the permit is sought complies with the provisions of this by-law. An application for a building permit shall be accompanied by a plan drawn by a registered land surveyor showing the dimensions of the lot on which the proposed construction will be located, the location and dimensions of all existing buildings or structures on the lot, the location and dimensions of all proposed buildings and structures, together with the lines within which all buildings or structures are to be erected. The requirements of the preceding sentence may be waived by the Building Commissioner if he determines that the proposed work is of

a minor nature. The application shall also be accompanied by a statement of the existing and intended use of each building and structure and such further information as the Building Commissioner may require for the proper enforcement of this by-law. A record of all applications, plans and permits, and actions taken thereon shall be kept on file by the Building Commissioner.

### **3. Certificate of Compliance:**

- a. No building or structure constructed after the effective date of this section shall be occupied or used and no activity upon land which is regulated by this by-law shall be commenced until a certificate of compliance has been issued by the Building Commissioner.
- b. An application for a certificate of compliance shall be accompanied by a plan drawn by a registered land surveyor showing the dimensions of the lot on which the building or structure is located or upon which the activity will be conducted, the location and dimensions of all buildings or structures on the lot, and by a statement signed under penalties of perjury by the owner or tenant in possession stating the intended use of such building or structure, of the intended activity on the lot, and such further information as may be necessary for the enforcement of this by-law. The requirements of the preceding sentence relative to a required plan may be waived by the Building Commissioner.
- c. Upon the receipt of such application, the Building Commissioner shall review it and within 14 days shall either issue or deny a certificate of compliance. The certificate of compliance shall state that the proposed use of such building or structure, or the proposed activity on the land as described in the application and accompanying plans, are in compliance with the zoning by-law in effect on the date of the certificate.
- d. The owner or tenant in possession of any building or structure erected before the effective date of this section may apply in the manner set forth in paragraph b for a certificate of compliance as to any existing building or structure or any existing or proposed use of such building or structure or land.

- e. A fee of \$25.00 shall be paid to the Town of Acton for each certificate of compliance.

**4. Fines:** Whoever violates any provisions of this by-law shall be subject to a fine not exceeding \$100.00 for each offense. Each day a violation continues shall constitute a separate offense.

### **B. Board of Appeals:**

**1. Appointment:** There shall be a Board of Appeals consisting of 3 members who shall be appointed by the Board of Selectmen in accordance with the General Laws. Two associate members shall be appointed in like manner. Associate members may be designated to hear any matter in case of the absence or incapacity of a regular member to act.

2. The Board of Appeals shall have the powers and duties set forth in the General Laws and in this by-law. These duties shall include the following powers and duties:

- a. to hear and decide appeals from any decisions of the Building Commissioner;
- b. to hear and decide applications for special permits except as otherwise provided in this by-law;
- c. to hear and decide applications for variances from this by-law.

## **XIII. GENERAL PROVISIONS**

**A. Severability:** The invalidity of any section or provision of this by-law shall not invalidate any other section or provision not manifestly inseparable therefrom.

**B. Effective Date:** This by-law and any amendment thereto shall take effect as provided in the General Laws.

**C. Continuation:** Unless a contrary intention clearly appears the provisions of this by-law shall be construed as a continuation of the provisions of the Town of Acton Protective Zoning By-law, originally adopted December 16, 1953, as previously amended.

**D. References:** The table of contents, marginal notes and appendices are included for convenience of reference only and are not part of the by-law.



## Board of Appeals

The Town adopted a complete revision of the Zoning Bylaw at an extended Town Meeting in the Spring of 1977 as required by chapter 808 of the General Laws. In addition, a number of other changes were adopted but these were largely aimed at making the language of the Bylaw internally where the new Bylaw has made previously conforming uses non-conforming. The Board has identified these situations to the Planning Board so that any future revisions of the Bylaw can consider these situations. In addition, a revision of the Board's rules and regulations is under way to reflect the procedural changes occasioned by the provisions of the Bylaw and Chapter 808.

In 1977, 22 public hearings were scheduled - about a quarter of the number handled in 1976. There were 2 cases pending at the end of 1976 and there are 3 cases pending as of the end of 1977. Of these cases that were not dismissed, withdrawn or pending, about 53% were decided in favor of the petitioner.

	Granted	Denied	Dismissed	Pending	Total
Petitions for Review					
Signs	0	2	0	0	2
Others	0	0	0	0	0
Variances					
Signs	2	3	0	1	6
Others	3	4	0	1	8
Specific Uses and Exceptions	1	0	0	0	1
Flood Plain					
Zoning	4	0	0	0	4
Earth Removal	0	0	0	0	0
Comprehensive					
Permits	0	0	0	1	1
Total	10	9	0	3	22

H.W. Flood, *Chairman*  
 Edward G. Schwarm, *Clerk*  
 Herman Vanderwart, *Member*  
 John F. Pasieka, *Associate*  
 Marion Maxwell, *Associate*



# Recreation Commission

## A Master Plan For Recreation

### in Acton

### 1978-1982

#### Introduction

In the 1972 Annual Town Report, the Recreation Commission presented a Master Plan which is now five years old. The present Commission decided to report on the progress made, to revise, up-date and submit this additional five-year plan. Consequently, what follows is a review of the present programs, facilities and information; their relationship to the 1972 plan; and new plans and suggestions for the future.

#### Planning Guidelines

Since the planning guidelines which were utilized five years ago are equally as valid now as then, they are used again.

##### PLANNING GUIDELINES

- I. Concept: Develop the philosophy of recreation as "leisure time activity", not just "sports"
- II. Activities: Broaden the scope of programs offered to reflect the mix of community interest in the following general categories:
  - (a) male and female
  - (b) group and individual
  - (c) youth and adult
  - (d) year-round
  - (e) active and passive
- III. Facilities/Site: Develop recreation sites that not only provide activity flexibility but consider.
  - (a) multi-purpose vs. special-purpose use
  - (b) neighborhood vs. centralized locations
  - (c) land and water resources
  - (d) indoor and outdoor facilities
  - (e) facilities owned and operated by other community organizations
- IV. Standards: Adopt National Recreation and Parks Association standards where appropriate.
- V. Costs:
  - (a) Evaluate "lifetime" costs of proposed programs/projects in terms of
    - (1) development
    - (2) operation
    - (3) maintenance
  - (b) Seek alternative means of funding
    - (1) taxes
    - (2) user fees
    - (3) support by other civic organizations
    - (4) state and federal agency cost-sharing

#### Activities/Programs

A summary of activities included in the 1972 report showed the relative preferences of the citizens of Acton. The opinion of the present commission is that there would be very little change in the results if another survey were to be taken today.

Over the past 15 years, a census of recreation interests has been included in a number of general surveys conducted by civic organizations within the town. What follows is a combined summary of the most popular youth

and adult recreational preferences expressed in these surveys along with their availability in 1972 and 1977. The relative importance of each interest is ranked in the order it achieved on an arbitrary rating scale devised to interpret the results of the surveys.

#### SUMMARY OF YOUTH AND ADULT RECREATIONAL ACTIVITY PREFERENCES

Rank As of 1972	Activity	Available in Acton - 1972	Available in Acton-1977
1.	Swimming	No	Yes
2.	Skating	No (private only)	No (private only)
3.	Skiing	No	Limited
4.	Sledding	Limited	Limited
5.	Tennis	Yes	Yes
6.	Horseback	Limited	Limited
7.	Adult Educa.	Yes	Yes
8.	Baseball	Yes (Limited)	Yes
9.	Biking	Yes	Yes
10.	Boating	No	Limited
11.	Playgrounds	Yes	Yes
12.	Arts/Crafts	Limited	Yes
13.	Bowling	Commerical	Commercial
14.	Fishing	Limited	Limited
15.	Picnicking	Limited	Yes
16.	Hiking	Yes	Yes
17.	Golf	No	No
18.	Camping	No	No





The Commission is currently working on plans to develop additional areas for outdoor skating, sledding, cross-country skiing, hiking and boating. With the appointment of a full-time Director in 1973, the Recreation Department has been able to offer more of these preferred activities. Once again, the main thrust of

yearly planning will be to expand these activities, and focus on site development. When and if a new activity is requested, it will be reviewed and then if approved, money will be requested in the next budget to implement it.

The following chart shows the varied type of programs offered by the Recreation Department during the year.

Activity	Avail. in 1972	Summer	Fall	Winter	Spring	Number of Partici- pants
1. Playgrounds	Y	X				801
2. Children's Arts and Crafts	Y	X				200
3. Children's Swim Lessons	•	X	X	X	X	1,150
4. Adult Swim Lessons	N		X		X	30
5. Recreational Swim	N	X	X	X	X	
6. Town Swim Team-Children's	N	X	X	X		170
7. Children's Diving Lessons	N	X				45
8. Lifesaving Courses	•	X		X		
9. Tennis	Y	X	X		X	
10. Children's Tennis Lessons	Y	X				463
11. Adult Tennis Lessons	N		X		X	112
12. Children's Gymnastics	N	X	X	X	X	620
13. Children's Baseball Clinic	N	X				120
14. Adult Softball	Y	X				180
15. Youth Basketball	Y	X		X		180
16. Adult Basketball	Y			X		175
17. Volleyball	N	X	X	X	X	
18. Youth Soccer	Y		X			140
19. Youth Flag Football	Y		X			125
20. Bowling	Y	X	X	X	X	20
21. Cross Country Skiing	Y			X		
22. Hiking	Y	X	X	X	X	
23. Picnicking	N	X	X		X	
24. July 4th Program	Y	X				
25. Open Gym	N	X	X	X	X	

## Swimming

This activity is always at the top on a preference list. With the opening of the high school pool-fieldhouse, swimming has become extremely popular. The Commission has opened this facility to all residents of Acton and Boxborough for recreational use; i.e. Monday through Friday evenings, Saturday and Sunday afternoons throughout the year. The Commission has appointed a committee composed of Acton and Boxborough residents to suggest policies, procedures and resolutions of problems concerning the use of this facility during recreational swim hours. Their suggestions are subject to an official vote of the Commission.

In addition to recreational swimming and open gym, the Commission also sponsors a town swim team (open to all levels of ability after passing a basic water skill test), adult swim lessons, Saturday morning children's swim lessons, and a greatly expanded summer swim program. Acton and Boxborough residents are fortunate to have a very cooperative School Committee and Superintendent who support and encourage after-school hours use of the school facilities.

### Pool-Fieldhouse Average Daily Attendance

1974	120 (opening in March 1974)
1975	66
1976	58
1977	60

Future plans for swimming will emphasize expanded programs and new activities, depending on available time. The Commission has always hoped that some area will be suitable for an outdoor swimming facility. While there are no present plans or suggestions, perhaps an opportunity will arise sometime in the future.

## Summer Playground

This program has been greatly expanded. The playgrounds are now supervised in the summer for eight

weeks, Monday through Friday, from 9:00 A.M. to 3:00 P.M. Program registration has risen from 405 in 1973 to over 800 in 1977. In addition to the regular activities and an expanded arts and crafts program, trips to Whalom Park, Fenway Park, Worcester Science Center, Boston Museum of Science, Peabody Museum, Crane's Beach, Stoneham Zoo and the New England Aquarium were sponsored by the department. Other special events included a Magic Show, talent shows, cockouts, Dr. Pepper Days, Juggling exhibitions, pet shows, award days, a kite clinic and the annual playground olympics. All the playgrounds also participate in a town-wide baseball, softball, kickball and soccer league.

The baseball clinic introduced this year was popular and will be continued individual playgrounds was as

Goward Field	231
Gardner Field	204
Elm Street	191
Jones Field	175
Total	801

## School Intermural

The role of the Recreation Department in intermural programs is to offer programs to supplement the regular school programs. The basketball, flag football and soccer programs are still popular and will continue. Additional programs, as needed, will be offered at respective school locations.

## Facilities/Sites

The Commission is still using the standards recommended by the National Recreation and Parks Association. The guidelines, developed by professionals in the recreation field, are once again listed for reference and planning.

### Summary of NRPA Standards for Recreation Land Use by Classification and Population Ratio

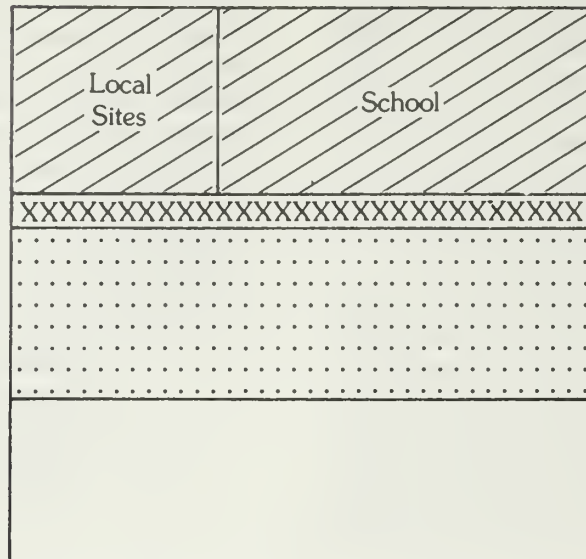
Classification	1000 People	Range		
Playlots	•	2500 sq. ft. to 1 acre	500-2500	Sub-neighborhood
Vest Pocket parks	•	2500 sq. ft. to 1 acre	500-2500	Sub-neighborhood
Neighborhood parks	2.5	Min. 5 acres up to 20 acres	2000-10,000	¼-½ mile
District parks	2.5	20-100 acres 50,000	10,000-	½-3 miles

\*Not applicable



# **Illustration of NRPA (Minimum) Standards Applied to 1982 Acton Population of 25,000**

Total Projected Land Area: 150 Acres



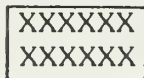
## **KEY**



1972 Existing



1978-1982  
Proposed Development



1973-1977  
New Development



1982 Projected  
Requirement - 150 acres



**Patience MacPherson prepares to throw out the first ball at dedication of new backstop at the Taylor Road Ballfield. The Lion's Club donated the backstop in memory of the late Charles D. MacPherson.**



The following chart shows the size, location and controlling authority of town recreation facilities.

### RECREATION FACILITIES

<u>Active Recreation</u>	<u>Acres</u>	<u>Location</u>	<u>Controlling Authority</u>
Goward Field Playground	1.7	Woodbury Lane	Recreation Commission
Gardner Field Playground	1.6	Mass. Avenue	Recreation Commission
Jones Field Playground	3.0	Martin Street	Recreation Commission
Taylor Road Ballfield	1.5	Taylor Road	Recreation Commission
Elm Street Playground	8.0	Elm Street	Recreation Commission
Douglas School Playground	2.0	Elm Street	Acton School Committee
Gates School Playground	5.0	Spruce Street	Acton School Committee
Merriam School Playground	2.0	Charter Road	Acton School Committee
McCarthy-Towne Playground	2.0	Mass. Avenue	Acton School Committee
Conant School Playground	5.0	Taylor Road	Acton School Committee
Acton-Boxborough Regional Athletic Facilities	20.0	Charter Road	Acton-Boxborough Regional School Committee
Great Hill Recreation Area	5.0	School Street	Conservation Commission
Total Acres	56.8		
<u>Passive Recreation</u>			
Great Hill Recreation Area	180.0	School Street	Conservation Commission
Spring Hill Area	170.0	Spring Hill Road	Conservation Commission
Other Conservation Land	500. ±		Conservation Commission
Town Forest	22.0	Bulette Road	Town Forest Commission
Town Forest	49.0	Quarry Road	Town Forest Commission
Total Acres	921.0		
<u>Proposed Active Recreation Areas</u>			
Conant School Ballfield	1.5	Taylor Road	Acton School Committee
Taylor Road Recreation Area	10.0	Taylor Road	Recreation Commission
Waterside Park	34.0	High Street	Recreation Commission
Acton Center Park	10.0	Wood Lane	Conservation Commission
Total Acres	55.5		



## 2. Vest Pocket Lots:

The Commission continues to review new subdivision plans and select areas that are appropriate for recreation purposes (vest pocket lots) within the subdivision. These lots are reserved for three years, as required by the Subdivision Bylaw of the Acton Planning Board, for purchase by the town if desired. Although none of these lots have been acquired by the town, the Commission will continue to place this type of article on the Warrant for voting purposes. The Commission appreciates the cooperation of the Planning Board regarding land use in these developments.

## 3. Capital Improvements:

At Goward Field, a volleyball court was outlined and standards installed; a basketball post and backboard were installed; a baseball backstop and new playground equipment were erected. At Jones Field, drainage work was completed and new bleachers and playground equipment installed. At Elm Street Field, new basketball posts and bleachers were erected, drainage work completed, and new playground equipment installed. Gardner Field received new playground equipment.

### Spring Hill

This 171 acre parcel of land was purchased by the Conservation Commission and is located at the end of Spring Hill Road in East Acton. Several trails have been cleared and are in use on a year-round basis for hiking, horseback riding, and ski touring. This site has limited potential for recreational use but will continue to be available for the activities presently offered.

### Great Hill

This land was purchased by the Conservation Commission and is an 185-acre area bounded by Main Street (Route 27) on the west, Massachusetts Avenue (Route 111) and Route 2 on the north, Piper Road on the east, and School Street on the south. As suggested in the 1972 Master Plan, a professional survey was conducted to determine the site potential. This was awarded to Kallstrom/Anderson, Inc. of Belmont who produced a Site Analysis Report of the entire area. At the Annual Town Meeting of 1974 money was voted for the

### Playgrounds

#### 1. Location:

At the present time there are four playgrounds that offer a formal summer recreation program. These are:

Goward Field located behind the Town Hall;

Jones Field located at the corner of Martin Street and Stow Street in South Acton

Gardner Field located on Massachusetts Avenue near West Acton Center;

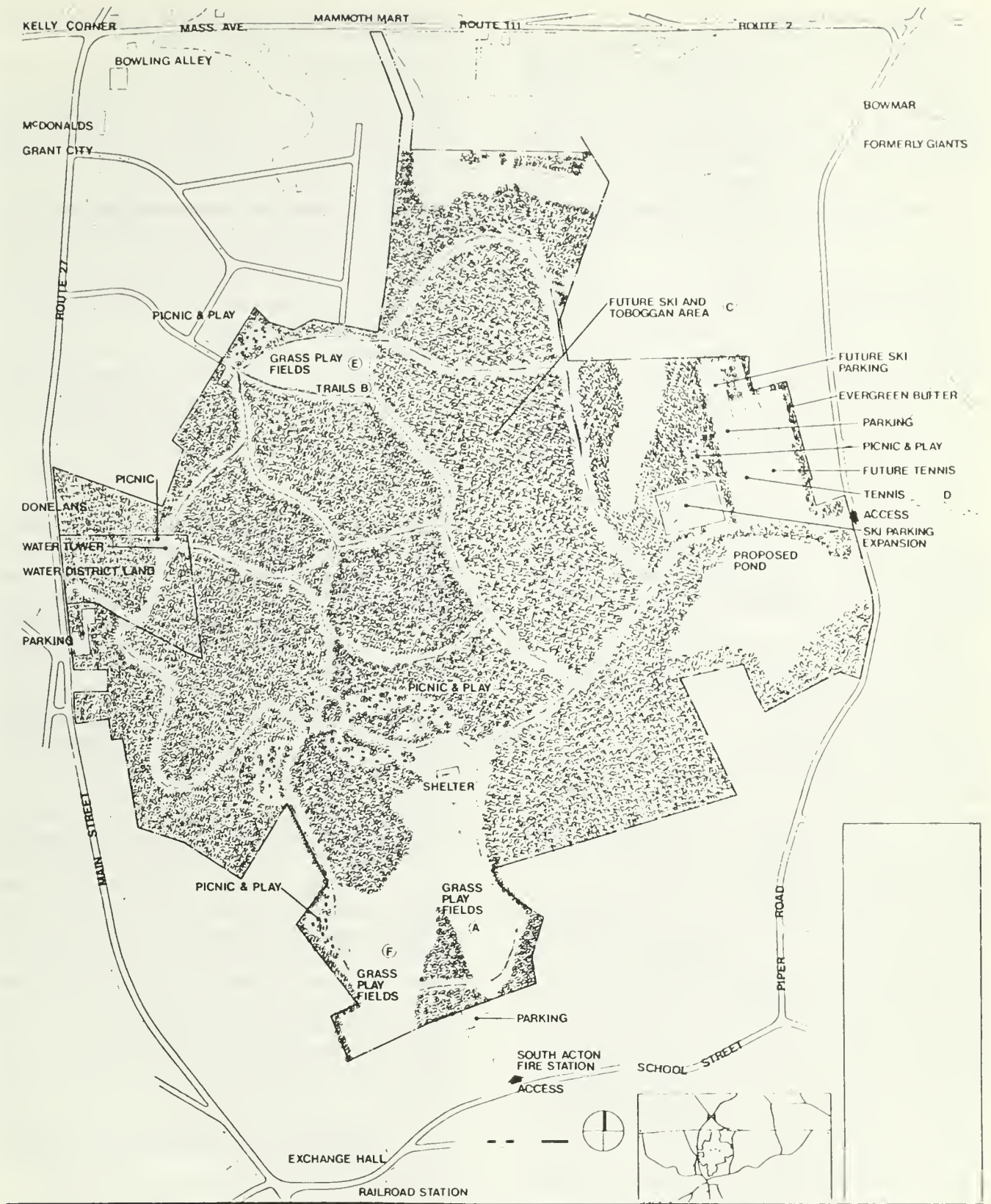
Elm Street Field located on Elm Street adjacent to the Douglas School.

There are other playgrounds with slides, swings and climbing apparatus available at the Merriam School, Conant School, Gates School, Douglas School and McCarthy-Towne School.



design and development of Phase One. This included an entrance way beside, and a parking lot behind, the South Acton Fire Station on School Street, and leveling, grading and seeding of a large open area. Upon completion in the spring of 1977, picnic tables were installed and volunteer groups such as the Boy Scouts, Girl Scouts, Camp Fire Girls, and the Junior Women's Club cleared trails for hiking and cross-country skiing. The Commission wishes to thank them for their time and effort, which was greatly appreciated.

Future plans are being formulated for Phase Two of this project for more active recreational facilities on this large tract of land.



# GREAT HILL RECREATION AREA ACTON, MASSACHUSETTS

ACTON RECREATION COMMISSION

KALLSTROM/ANDERSON INC. LANDSCAPE ARCHITECTS PARK & RECREATION CONSULTANTS BURLINGTON, MASS.



### **Landfill/Taylor Road**

Plans to develop the Sanitary Landfill into a large flat area suitable for a variety of team and ball-oriented sports, as reported in the 1972 Master Plan, have been abandoned, as a decision was made to prolong the life of the landfill. Consequently, priority was given to the Taylor Road area where a new ball field was built and completed in 1976. Plans are now being formulated to construct additional ballfields and/or tennis courts and a soccer field on this land which is adjacent to the landfill and near Route 2.

### **Waterside Park**

In the 1972 Recreation Master Plan and Report, the Commission recognized the preferences for outdoor water-related recreational activities and concurrently acknowledged the lack of such facilities. In response to this variance between the desires and the available facilities, the Commission appointed an Associate Commissioner, John Folsom, to research and make recommendations for appropriate development and activities.

As a result, a study including a comprehensive survey of possible sites, has been compiled. A site suitable for development as a town park featuring water-related recreation has been identified and a design proposal plan prepared.

The site, comprising of some 34 acres, is located in the southeast sector of Acton and coincidentally, in an area where recreational demands have increased due to the residential growth nearby.

Powder Mill Pond Waterside Park will have over 1,600 feet of frontage on the 20 + acre pond. The pond is also part of the Assabet River. Acquisition and access costs are nil. The site has been owned by the town but unused for ten years. It is bordered by Adams Street and High Street, thus eliminating access difficulties.

The design plan features a broad range of activities suitable for all age groups. The park will provide passive recreation as well as opportunities for active recreation and will be developed with unobtrusive predominantly natural landscaped features for use by the entire town. Because the activities and their locations within the design plan are compatible with the site characteristics, a cost effective recreational development is possible. Furthermore, the cost will be minimized by staging the development over a five-year period with the higher expenditures occurring last in order to be absorbed by a larger and higher value taxable base.

The activities and features that will result when fully developed will include the following:

- Children's play area
- Sledding
- Vistas and vantage resting areas
- Off-street parking areas
- Tennis courts
- Basketball courts
- Ice Skating

Several other activities are also possible, notable among these are swimming and cycling.

At present the water quality of the Assabet River is rated in this location as Class "C". This means it is suitable for recreational boating, secondary water contact recreation, and has good aesthetic values. The original outlook for upgrading to Class "B"-Swimmable by 1983 is still the goal of State and Federal authorities. If at some future date this goal is reached swimming in a controllable riverside pool is a distinct possibility. Bicycle paths are another possibility. The linear nature of the waterside park lends itself ideally to development for a link in a series of other proposed town-wide bike paths.

### **Access to Assabet River**

An offer from the Acton/Concord Squash Club for an easement over their property for access to the Assabet River for canoe launching was made, and the town accepted it in 1977. This area is located in the Acton/Concord Industrial Park off Route 62.

### **Acton Town Forest and Veterans Memorial Recreation Area**

Many residents may be unaware that the 1967 Town Meeting voted to rename the town forest located east of Route 2 and shown in the Town Atlas as Parcels 12 and 16, sheet D-3, as the Acton Town Forest and Veterans Memorial Recreation Area to commemorate all Acton veterans who have served their country in time of war. These sites are presently suitable for passive recreation. There are no plans to change these natural areas as they should remain as a living memorial to our veterans.

### **Costs**

There are some general policies that the Commission has agreed upon for several years. First of all, there shall be no charge for the summer playground programs, except for the special field trips; secondly, the pool-fieldhouse complex expenses shall be paid through memberships and daily charges by those who use the pool; thirdly, all adult recreation programs shall have a charge commensurate with the cost so that those programs are self-supporting, including the Softball League that is charged for the electricity used at the Elm Street Field; and fourthly, the Children's Swim Lessons will have only a nominal charge to insure participation and responsibility. An important fact to remember is that Acton does not have a revolving fund. Therefore, income received in one year does not reduce the tax rate in that year, but in the following year.

### Program and Administrative Costs from 1973 to 1977:

	Expenditures	—	School Rental	—	Program Revenue	=	Net Cost
1/1/73 - 6/30/74 (18 mos.)	84,240.00		2,304.00		31,762.00		50,174.00
7/1/74 - 6/30/75 (12 mos.)	73,997.00		6,236.00		35,153.00		32,608.00
7/1/75 - 6/30/76 (12 mos.)	88,869.00		4,541.00		38,141.00		46,187.00
7/1/76 - 6/30/77 (12 mos.)	89,921.00		5,400.00		37,076.00		47,445.00

### **Capital Improvement and Development, 1973-1977**

The following figures show what was spent from articles authorized by the town meetings:

	Article 34 1973	Article 32 1974	Article 18 1972	Total
Recreation Area				
Great Hill	6,435.00	74,598.66		81,033.66
Taylor Road	6,675.00			6,675.00
Jones Field	1,500.70			1,500.70
Elm Street Field	426.86		1,196.67	1,623.53
Total Article Expense	15,037.58	74,598.66	1,196.67	
Balance in Article	8,462.42	12,651.34	1,903.33	
Total Authorized	23,500.00	87,250.00	3,100.00	

Included in the 1975 budget was \$1,395.00 for bleachers and in the 1976 budget, \$1,995.00 for equipment to maintain recreational areas. Because of the economic climate the past two years, the Selectmen have followed a policy of no personnel additions nor capital outlay expenditures.

### **Land Acquisition, 1973-1977**

No land has been bought by the town for specific recreation use during this period. In 1975, an article to acquire for recreation purposes the Collins land behind 498 Main Street, and the land in Putnam Park was supported actively by the Recreation Commission. This article failed to pass.

In 1976, The Conservation Commission bought from Dr. and Mrs. Bridges 33 acres of land which is located in back and at the end of Wood Lane, part of which may be used for active recreation.

In 1977, the Commission examined two parcels of land which were offered to the town for purchase. One parcel is located in West Acton where the town already has adequate recreational facilities, and the other lot has only minimum recreational potential. Therefore, these parcels are not being considered for acquisition. It is the consensus of the Commission that money should be spent on development of the land the town already owns.

### **Program and Administrative Costs, 1978-1982**

The Pool-Fieldhouse memberships (both family and single) and daily fees will be increased starting January 1978 in order to keep this program self-supporting by those who take advantage of it. As costs rise, necessarily the fees will continue to rise.

Except for the usual increases in step and cost of living raises, the Commission foresees no large expenditures in this area in the next five years.

### **Capital Improvement and Development, 1978-1982**

The Commission has plans for the improvement and development of several parcels of town-owned land. Improvements to existing playgrounds include:

1. A shade shelter for the Elm Street playground. There is an urgent need for this and the estimated cost is under \$2,000.00
2. A small blacktop area at Gardner Field to provide a playing area for hard court games.
3. Reconstruction of a ballfield at the Conant School property with the cooperation of the School Committee, Engineering Department and Highway Department.

Development plans are as follows:

1. To construct more ballfields, tennis courts and a soccer field at the Taylor Road site. The Little League of Acton has generously offered its financial assistance with regard to new ballfields, for which we extend our appreciation.
2. Implementation of the Waterside Park plans. Since the Commission is very enthused about this multiple land-use concept, it will initiate the various phases of development. At the 1978 annual town meeting, an appropriation will be requested in order to build a small parking area and an adequate access for non-motorized boats.
3. Phase II of Great Hill. This might include an additional access to the area and parking, playfields, trails and a sliding hill. The Soil Conservation Service is presently gathering data for a proposed pond in the area.
4. Construction of Bicycle Paths. A town committee has been appointed to evaluate needs and recommend locations for bicycle paths. Recreation Commissioner, Deven Scott, has been appointed as the Commission liaison to the committee.





0 400  
SCALE IN FEET

JOHN FOLSON 1976  
BOSTON ARCHITECTURAL CENTER

DESIGN PROPOSAL 1 POWDER MILL POND SITE  
WATERSIDE PARK STUDY  
TOWN OF ACTON  
MASSACHUSETTS

### Land Acquisition, 1978-1982

Since the Selectmen have indicated to us that at some time in the future Goward Field will be used as a parking lot for the expanded facilities of the Town Hall, the Commission will be planning for replacement of this playground. Goward Field is very popular with the children from the spring through fall; therefore, it is

imperative that a suitable alternative site be provided. The Commission will consider instituting a new playground program at the Conant School sometime in the future to try to relieve the already over-crowded Goward Field.

The Commission would be pleased to accept a gift of land for recreational purposes from any citizen.



**Above: Special Event Day for the Acton Playground Program. Below: A performance of the Loco-Motion Circus sponsored by the Recreation Commission.**

### Summary

If all elements of this plan are carried out according to schedules presently conceived, the Town of Acton will be close to meeting the recreational needs of its citizens. In actuality, of course, almost no plan proceeds over a period of time without some modification or revision. At the onset, therefore, this plan was conceived as a flexible instrument capable of providing a variety of alternatives to meet whatever patterns of change in community interests evolve over the next five years. The plan's schedule is flexible as well: phases of development can proceed at whatever pace the town wishes and believes it can afford.

The Recreation Commission hopes that this plan presents the community with sufficient reason to continue their support for the programs and development of facilities.

Charles Morehouse, *Chairman*  
 Beatrice Perkins, *Vice-Chairman*  
 Deven Scott, *Commissioner*  
 William Avril, *Commissioner*  
 John Folsom, *Associate Commissioner*  
 Thomas Haggerty, *Director*  
 Barbara Woodward, *Secretary*





## Town Engineer

The Engineering Department staff consists of Ralph W. Herrick, Jr. P.E. & R.L.S., Town Engineer; David F. Abbt, R.L.S., Assistant Town Engineer; Eric K. Durling and William D. Boston, Engineering Assistants; Mark S. Bailey, Roadman and Donna Stacy, Secretary.

The most important project to occupy our time this year was the construction of the South Acton Commuter Rail Parking Facility. We provided field stakeout and engineering supervision for all phases of construction. The Highway Department did an outstanding job in completing the first phase of construction. We especially note the valiant effort of Edward Brown who operated the bulldozer and the grader. We also coordinated with the M.B.T.A. the construction of the new loading platform, which was also constructed by Highway Department. The parking lot was officially opened on December 12th. The final phase of construction will be completed next year. This will include final paving, curbs, landscaping and additional commuter facilities (shelters, bike racks, walks, etc.).

As usual, a large portion of our time this year was occupied by Acton's waste disposal problems. We continued our monitoring of the Forest Road Sanitary Landfill. This is accomplished by semi-annual topographic surveys. Our reports to the Massachusetts Department of Environmental Quality Engineering indicate that our rate of filling is slightly below the anticipated rate and this landfill should last until the spring of 1982 as we originally estimated.

Approximately 80% of the design for the new landfill on Quarry Road is completed. These plans will provide for about 13 years of operation. We anticipate submitting these plans for State approval next year. Hopefully with this amount of lead time we will be ready to begin operations in 1982.

We have begun a study to determine the most suitable method of delivering the solid waste material to the proposed Quarry Road Sanitary Landfill. The alternatives include:

1. A transfer station at the Forest Road Landfill location;
2. Town-wide trash collection, possibly combined with garbage; and
3. Additional access to the Quarry Road site so that the Board of Health's restriction on private vehicle access could be lifted.

All of the above may be in combination with some form of mandatory recycling. The future means of solid waste collection and disposal in Acton represents a sizable financial commitment, so the final choice of alternatives is critical.

Construction work proceeded fitfully at the town's septage disposal area in North Acton, although routine

maintenance was carried out and the area is operating smoothly. Construction of four new sludge lagoons was completed as well as construction of additional sand beds for effluent leaching. We anticipate final construction and clean-up work as well as installation of the perimeter fence next year. The town has continued with the policy of charging \$2.00/1000 gal. of septage as a dumping fee and also with keeping a full time custodian at the facility. An Article will be placed on the warrant for continuation of construction as approved by Massachusetts Department of Environmental Quality Engineering.

Work for the Cemetery Commissioners this year consisted principally of an extensive survey to determine the exterior property lines of Woodlawn Cemetery, as well as to update and correct the existing topographic plans of the cemetery. These revised plans were provided to the design consultant selected by the Commissioners so they could prepare a future development plan of Woodlawn Cemetery. Similiar work was started for Mt. Hope Cemetery and revised plans will be ready early next year. We also staked out and drafted detailed plans of section 8 in Woodlawn Cemetery.

This department received and reviewed the Flood Insurance Study for Acton prepared by the U.S. Department of Housing and Urban Development. We made specific field checks of some elevations and we are now in the process of transferring the data to the Town Contour Maps. This report will require a revision of the town's Flood Plain Zoning to comply with HUD requirements.

We did the survey and design, prepared the contract documents, and supervised the reconstruction of the concrete sidewalk and installation of granite curbing on Massachusetts Avenue and Central Street in West Acton.

We prepared the plan and layout documents for the Taylor Road-Minot Avenue Intersection relocation. We anticipate construction at this location next year.

Subdivisions are reviewed and inspected by the Engineering Department from initial submission to completion of the roads. When the plan is submitted a comprehensive engineering evaluation of all aspects of a proposed subdivision is made based upon the current Planning Board Rules and Regulations. This year Ridgewood Estates, Colonial Acres II and Cedar Meadows were reviewed in this manner. Subdivision roads under construction this year that were inspected by this department were Knox Trail (Concord-Acton Park), Lothrop Road, Wayside Lane, Torrington Lane (Central Estates), Jackson Drive (Patriots Hill Section IV) Grist Mill Road, Windemere Drive and Woodchester Drive (Colonial Acres) and Silver Hill Road (Ridgewood Estates). Bond estimates were also prepared as requested by the Planning Board to cover the cost of uncompleted work on subdivision roads prior to the lots being released for building.

Setting and maintaining granite road bounds at the beginning and ends of curves on the exterior sidelines of streets is a continuing project for the Engineering Department. These bounds are set and maintained according to Massachusetts General Laws Chapter 86, section 1, on layout roads to delineate the road right-of-way and thereby aid abutting property owners and private surveyors in establishing property lines. This year road bounds were replaced on Long Ridge Road (8) West Road (1), and two bounds were reset by the County Engineers on Concord Road.

New street and zoning maps were drafted for the Planning Board. These maps now show property lines as well as the usual information. We also assisted the Planning Board in drafting revisions to the Subdivision Rules and Regulations.

We continued work on the "Bridges Property" for the Conservation Commission. This consisted of preparing a two lot subdivision plan known as "Center Park".

With the assessors' reevaluation of property, we were called upon to research and write many letters concerning soil conditions (from the Town's Soil Maps) and extent of Flood Plain areas on individual properties.

For the Housing Authority, we consulted on and reviewed Housing for the Elderly plans for the building site on Windsor Avenue.

We co-operated with the Highway Department on several drainage projects. This involved the survey, design and stakeout for construction work on Highland Road, Duggan Road and Arlington Street.

The reconstruction of Central Street from Orchard Drive to the railroad tracks is now complete. This work was done by Compa-Cetrone Corp. under a contract with the State D.P.W. In connection with this work, the Engineering Department prepared plans, specifications and the contract for the construction of a field stone masonry retaining wall at #377 Central Street.

Contracts for the public bidding of vehicles to be purchased by the Town were prepared by the department.

On a daily basis, the Engineering Department handles the routine tasks of inspecting street cuts related to the installation of utilities and driveways, responding to requests concerning drainage problems, reviewing site plans, preparing street acceptances, updating the Town Atlas, Flood Plain Maps, Zoning Maps and other Town Maps, providing the general public with information, and assisting the various Town Boards and agencies.

This department will continue to use its resources to meet the Town's various engineering needs. We appreciate the cooperation received from the other Town Departments, Boards and Committees, and anticipate further productive efforts in the coming year.

Ralph W. Herrick, Jr.  
*Town Engineer*



**Harvest time at the Acton Community Gardens.**

## **Town Forest Committee**

The fire lanes in the Town Forest were checked for underbrush and fallen trees.

The sign was refitted and painted before relocating it in the Texas lot. Public cutting of fire wood is being administered in these areas by the Conservation Committee.

Franklin H. Charter  
Emery Nelson

## **Tree Department**

The Tree Department planted 75 shade trees along the streets and on private property. Evergreen flowering shrubs were added to trees planted on the Town Common.

The snow storm of May 9th devastated many of the older trees as they were in full leaf. The repair of this damage may go on for several years.

Removal and disposal of brush is the greatest problem facing the department.

Dead and dangerous trees and branches are removed along the town ways. Part of this work is done by private contractors. All stumps of removed trees are removed below ground level.

Franklin H. Charter  
*Tree Warden*





## Acton Youth Commission

The Acton Youth Commission was created in May of 1971. It is made up of seven members appointed by the Town Manager with the approval of the Board of Selectmen. The commission continues to involve itself with the needs of young people of Acton, attempting to keep abreast of the changing needs in this area.

To discover the areas in which we can function most usefully, we are in contact with local clergy, youth coordinators from other towns, educators and young people of Acton.

The sponsorship of the Youth Employment Service is one of the primary functions of the Youth Commission. The Y.E.S. has provided a valuable source of information about the needs of youth, and the coordinator is a most important representative at our twice monthly meetings. The Y.E.S. report prepared by the Coordinator, Liz Reeves, appears at the end of this report.

The Commission enjoys a similar rapport with the Council on Drug Education (C.O.D.E.) and continues to support their program. The C.O.D.E. report follows the Y.E.S. report.

The activities of the Y.C. in the past year are as follows:

1. Three sessions of the C.P.R., Basic life support course were ably taught by Bill Primiano of the Acton Fire Department, to students at the high school level. There is an approximate enrollment of 20 people in each course, and a waiting list for each session.
2. There were three sessions of a babysitting course given to Junior high school students. It was taught by Nancy Miller, Junior high school nurse, and visiting lecturers from the Fire and Police Departments and the E.M.T. program. Graduates of this course are registered with and recommended by the Y.E.S.

3. The Y.C. sponsored a Film Festival featuring student produced films. Awards were presented for the films at a gala spring affair. It is hoped this will be an annual event.
4. With the aid of a physical education consultant from Boston University, the Y.C. has marked a Fitness Trail modeled after European Par Cours at the Spring Hill conservation land in North Acton. The trail combines a jogging track and exercise stations marked for use by all ages. It will be open in the Spring for all people in Acton to use. The Recreation and Conservation Commissions have cooperated in this venture.
5. In January of 1977, a Youth Center was opened at Donelan Hall, the generosity of St. Elizabeth's Church and hard work of a group of students and the Y.C. Due to the inclement weather of the winter of 1977, response and attendance were erratic appropriate housing for the project.
6. We are planning several Mystery Tours this winter for high school students. The Y.C. is also co-sponsoring an alcohol education program (with the Mental Health Association of Central Middlesex) for the parents of children junior high age. The program is funded by the Massachusetts Division of Alcoholism. Also, in the works is a program to help orient new students to the Acton school system, providing information on town activities, churches, and social opportunities.

The Youth Commission wishes to thank the people who have shared or shown interest in working with the youth of Acton and have advised us and helped support our efforts. We actively encourage visitor participation at our bi-monthly meetings held on the first and third Tuesdays in Room 310 in the junior high at 8:00 p.m.

Cornelia Huder, *Chairman*  
 Helen Berger  
 Robert Caldwell  
 Hayden Duggan  
 Marilu Nowlin  
 Bill Ryan

## Youth Employment Service

The Youth Employment Service has maintained its past success rate in the employment of local young people. During the period December 1, 1976, through November 30, 1977, placements were made in 323 odd jobs and 245 steady jobs. Of these 568 jobs, 152 were provided by businesses, and 416 by homeowners. There were 70 requests for the Y.E.S. babysitting list which is constantly updated and maintained in convenient neighborhood listings. Forty-one jobs went unfilled.

At the end of November, the Youth Employment Service had 450 applicants ranging in age from 13-20. Eighty of these applicants had applied in the preceding

three months. The period of greatest hiring activity continues to be in the fall when businesses are replacing departing college students.

During April, May and June the Coordinator and an assistant personally contacted virtually every business in Acton and Boxborough seeking job opportunities for youths. A complete list of Acton/Boxborough businesses was compiled and is available to interested citizens by contacting the Y.E.S. office or members of the Youth Commission.

The Y.E.S. is continuing as before with one Job Coordinator and is planning to rehire two Job Solicitors in April. The office hours are weekdays 1-4 p.m., September 1 to May 31, and 9 a.m. to 4 p.m. during the summer months. The telephone number is 263-0123. The Y.E.S. Staff would like to thank the Acton/Boxborough Regional High School and the Acton Youth Commission for their steady help and support.

Questions regarding the service may be addressed to the Y.E.S. office or the Acton Youth Commission.

Liz Reeves  
*Coordinator*

## Council on Drug Education

The town support of CODE Hotline Multi-Service Center is administered through the Youth Commission. CODE provides telephone information, referral, counselling and crisis-intervention to the residents of Acton along with seven other towns in the area. All services are free and confidential.

Along with the Hotline, CODE is providing drug decision-making workshops in the Acton/Boxborough Junior High School, offers community outreach groups, a free legal clinic, an elderly telephone visitation service and crisis-intervention training for police departments. CODE also offers special services such as emergency housing for runaways.

CODE services are carried out by 3½ paid staff, a Board of Directors who represent the towns served, and 40 volunteers who are the backbone of the agency. The CODE drop-in center is open during Hotline hours.

In 1977, CODE received 5,493 calls. The top four problem areas dealt with: personal-parent-teenager, sex-related, drug/alcohol and information/referral.

CODE is supported by two grants from the Department of Mental Health, DDR, funds received from the towns served, donations, and fund-raising efforts. The Acton Youth Commission and CODE maintain close communication through meetings, monthly newsletters and quarterly reports.

Hours of the Hotline are 9 a.m.-11p.m. Monday through Friday, 1 p.m.-11 p.m. on Saturday, and 7 p.m.-11 p.m. on Sunday. A 24-hour answering service is available. The Hotline number is 263-8777.





# Protection of Persons and Property







**Acton firefighters participate in school bus disaster drill.**

## **Acton Fire Department**

During the past year, the Acton Fire Department responded to a total of 1488 calls, which was almost identical to the number of responses for the preceding year. Fortunately, however, the department did not experience a number of large loss fires as was the case in 1976. In fact, as pointed out in the statistics following this report, notable this year was the fact that the Town experienced a fire loss of less than 1.1% of the total value of properties involved in fires.

This minimal loss figure is significant, in that as recently as fifteen years ago, the department responded to one fifth of the number of alarms that are handled now, and yet in many cases a total loss resulted. This observation is not meant to be demeaning to the fire department of those days, but rather to emphasize the beneficial results of upgrading manpower, equipment, and training to adequately cope with the needs of the community in both firefighting and emergency medical services. Certainly, the immediate response of professional personnel has done much to minimize losses which in the past might have become more serious. This is not to say however, that our fire losses have been checked entirely by the on-duty force, as in many

instances this would not have been possible without the prompt and capable assistance of the call firefighters and the Civil Defense auxiliary firefighters.

The point to be made is that the year of 1977 was a successful year from the standpoint of the fire department in that no serious injuries or deaths resulted to firefighters or to persons involved in fires, and property loss was kept to a minimum.

### **Maintenance and Equipment**

At the annual town meeting of 1977, the sum of \$75,000 was approved and authorized for the purchase of a replacement pumper for Engine 26, housed in South Acton. The new pumper, purchased from the Continental Fire Trucks Inc. of Hopkinton, was delivered a mere five months after the awarding of the contract. After being outfitted, and having personnel familiarized, the new pumper was placed into service as Engine 23 on December 5, 1977. The addition of this pumper completes our replacement of all first line pumpers in service at this time. Only the rescue truck and the ladder truck among our first line apparatus will need some attention in the near future.

In reference to our apparatus needs, it is felt that a request will probably be made next year to replace the cab and chassis for the rescue truck, retaining the present body and equipment which would still be serviceable. In addition to the need to upgrade the rescue truck, it is felt that within two or three years a request will be made to re-power and re-condition the ladder truck at a cost of approximately fifty thousand dollars, as opposed to the purchase of a new ladder truck which presently costs approximately one hundred and thirty thousand dollars.

At the present time, it is hoped that the pick-up truck purchased in 1971 will be replaced. This vehicle had approximately 74,000 miles as of December of 1977, and is not considered to be economical to remain in service.

Within the past year, several serious mechanical problems were efficiently repaired by Firefighter Peter Robinson, the Department Mechanic, and Firefighter Carl Robinson, the Assistant Department Mechanic. These repairs, done by departmental personnel, at approximately one-third of the cost of having the work done on a contractual basis. The increase in maintenance needs that was experienced during the past year are due to the increase in age, mileage, and number of responses by much of the apparatus.

The stations continue to be maintained in good condition by the permanent firefighters. Due to the cooperation of the Town Manager, and the Building Commissioner and his staff, a large amount of minor repairs and painting has been completed at all three fire stations. Through the efforts of the Highway

Superintendent, the front parking apron at Station Three was resurfaced. This completes the resurfacing of parking areas at all three stations.

I have requested the Building Commissioner, through his budget, to undertake fuel conservation measures in all three stations, by the installation of storm sash. Also, I have requested the insulation of the attic area at Station One in Acton Center.

### **Personnel**

During 1977, there were no additions to or promotions within the permanent department. It should be noted, however, that through the efforts of the Town Manager and the Assistant Town Manager, the town has been able to obtain four dispatchers under the C.E.T.A., (Comprehensive Employment Training Act.) program. These dispatchers have allowed the utilization of both firefighters in Station Three for firefighting duties, rather than sending one firefighter out alone in a \$75,000 taxicab, which is virtually ineffective.

The present permanent strength of the Acton Fire Department consists of a Chief, 4 Captains, a Lieutenant/Fire Prevention Officer, and 28 firefighters. The call force is presently at the authorized strength of 28 Call Firefighters and 2 Call Lieutenants.

### **Fire Prevention**

During 1977, there were two hundred and thirty-one in-service inspections of businesses, carried out by the on-duty force. Although this is a great increase over the number of inspections done in the preceding year, the point has not been reached as of yet where each business is inspected once a year. A total of fourteen investigations were done by the Fire Prevention Officer. One hundred and sixty-five permits were issued during the year.

There were a total of thirty-four programs conducted for schools and scout groups, especially during Fire Prevention Week. Also, there were approximately 350 people, mostly children, who visited the Stations during the year.

### **Training**

The Training Division, under the direction of the Training Officer, Firefighter Bernard Caouette, conducted a total of 2,053 hours of training for both the permanent and call force. Although this is an increase in training hours over the preceding year, this figure still falls far short of the goal of 100 hours, per year, per man for training.

### **Fire Alarm**

The Fire Alarm Division, consisting of Captain Frost, the Fire Alarm Superintendent, and Firefighters Robert Wetherbee and Jack Tobin, continues to do an excellent job of maintaining and expanding the municipal fire alarm system. Especially noteworthy this past year was the Herculean efforts exhibited by the division to restore the fire alarm system after the devastating ice storm in May, which damaged over sixty per cent of the system. The system was restored on a temporary basis within a twenty hour period, and work still continues to make permanent repairs.



**Acton's new pumper, Engine 23.**



## Emergency Medical Services

The Emergency Medical Services Division has continued to function smoothly and provide excellent service for the residents of Acton, and others passing through the Town. Many notes and compliments on this excellent service have been received from patients transported, as well as professional medical personnel involved with these cases.

### Statistics

Total number of responses were as follows:

	12/ 1/75- 11/30/76	12/ 1/76- 11/30/77
Residential Fires	43	31
Multiple Dwelling Fires	16	9
Non-Residential Assembly Fires	6	0
Mercantile Fires	7	1
Manufacturing Fires	3	6
Storage Fires	5	0
Grass/Brush Fires	70	86
Miscellaneous	46	42
Motor Vehicle Fires	34	48
False Alarms	44	51
Accidental Alarms	62	72
Emergencies/Non-Medical	21	39
Accidents	145	71
Medical Emergencies	625	651
Investigations	161	177
Special Services	201	184
Mutual Aid Dispatched	35	20
Totals	1524	1488

	12/1/75-11/30/76	12/1/76-11/30/77
Building And		
Contents	\$413,416.00	\$213,616.00
Vehicles	12,500.00	6,600.00
Totals	\$425,916.00	\$220,216.00

#### Assessed Value of Property

Involved:	\$ 14,014,995.00
Estimated Damage to Property:	148,150.00

#### Assessed Value of Property

Involved:	\$ 14,014,995.00
Estimated Damage to Property:	148,150.00
Property Value Undamaged:	\$138,668,845.00
Therefore: Percent of Property Damaged:	1.06%
Percent of Property Undamaged:	98.94%

The ambulance service of the Acton Fire Department was one of the first in the State to be licensed under Chapter 111C, dealing with the Regulation of Ambulances and Ambulance Services. This was a large accomplishment for the department, and the majority of the credit for this should be given to Firefighter Malcolm Perkins, the Emergency Medical Services Coordinator. Firefighter Perkins is not only responsible for the licensing, but continues to do an excellent job of general management and billing for the ambulance service.

In addition to management, a great deal of the success of this program must be credited to Firefighter William Primiano, the E.M.S. Training Coordinator. Fire fighter Primiano has coordinated a vigorous and comprehensive training program, which in general has been met with enthusiasm by all personnel involved. This training program is not only for the purpose of maintaining a satisfactory level of performance, but is also necessary for the national recertification of Emergency Medical Technicians, which is mandated to be completed every two years. The re-certification process is accomplished by attaining a specific number of points based upon numerous factors such as attendance at training programs and seminars, in-service training, and actual field performance. This assures a high quality, uniform level of performance on the part of all Emergency Medical Technicians.

In summary, I would like to take this opportunity to thank both the Permanent and the Call Personnel of the Acton Fire Department for their cooperation, assistance, efficiency and professionalism during the past year. Also, I would like to thank all the other Department Heads, Town Officials, Town and Civic Committees with which I have come in contact with in the past year for their cooperation and assistance. Last, but not least, I would like to thank the Auxiliary Fire Department of the Acton Civil Defense for immeasurable assistance on a number of occasions dealing not only with emergency situations but also special service activities.

### Permits Issued

	12/1/75-11/30/76	12/1/76-11/30/77
Oil Burners	88	85
Blasting	18	34
Flammable		
Gas/Liquid	18	17
Miscellaneous	35	29
Totals	159	165

### Monies Collected

Permits	\$ 114.50
Ambulance Receipts	6,725.50
Bond Receipt	500.00

Malcolm S. MacGregor  
Chief of Department



**Practice on the Acton Police Department Firing Range.**

## **Police Department**

### **Personnel**

In June of 1977, Bruce A Nadeau and Francis J. Widnayer were appointed to the position of Permanent Patrolmen with this department.

These positions were created by the retirement of Patrolman Joseph Sansone and the resignation of Patrolman Albert Crowley, who is now a member of the New Hampshire State Police.

The town was fortunate in obtaining these two new additions as they brought several years of active police experience from the Town of Westford.

### **Training & Education**

This department presently has three members with Bachelors degrees in Criminal Law, two members with Associate degrees in Criminal Law and seven members currently attending classes working toward degrees.

All department members are qualified in the use of Firearms and In-Service Training courses are conducted periodically by two members who are qualified firearm instructors.

Throughout the year members of this department have attended training sessions in the use of all types of weapons, fingerprinting, photography, crime scene investigations, arson and ident-kit procedures. In addition, ten members are now certified Emergency Medical Technicians and three members are currently working toward certification.

Sergt. Robert MacLeod and Sergt. Robert Parisi graduated from the Command Training Institute at Babson Institute on April 8, 1977, and April 29, 1977, respectively.

Sergt. John McNiff attended a twelve-week course at the F.B.I. academy in Quantico, Virginia and graduated on September 23, 1977.

Patrolman Bruce A. Nadeau completed the required twelve week course at the Massachusetts State Police Academy and graduated on December 2, 1977.

### **Communications**

The new 110-watt base station was installed last summer and twenty feet added to our transmitting tower. The addition of this new equipment has greatly increased the operating power and efficiency of our radio system.

The Regional radio installation was also completed last summer. We now have radio communication with fifteen surrounding towns, as well as the six towns that are on our local frequency.

The Regional system consists of a base station, four Mobile Units, four Portables and a desk console. This equipment is valued at approximately \$11,000 dollars and was obtained through a Federal Grant, at a total cost to the town of \$531.00.

### **Alarm System**

The new alarm system has been installed and is operating at top efficiency, thanks to the cooperation of local merchants and the installing company. As a result of this new system, we were able to remodel the front desk area at no cost to the town.

### **Recommendations**

Again, I have requested additional men to strengthen night patrols and provide for a full time Juvenile Officer. At present these requests are under consideration by the various town Administrators and Committees concerned with such matters.

In closing I extend my thanks to all department personnel, town administrators, various boards, committees and other town departments who helped to maintain the smooth and efficient operation of this department during the past year.

Last, but not least, I thank all the citizens of Acton for their support and cooperation with their police department.

Chauncey R. Fenton, Jr.  
Chief of Police



### Crimes or Complaints Reported

Types of Crimes	1975	1976	1977
Breaking and Entering	189	180	146
Miscellaneous Complaints	239	255	159
Larcenies	255	275	265
Malicious Damage	204	240	211
Stolen Motor Vehicles/ Plates	95	49	85
Assault & Battery	35	52	51
Stolen Bikes	65	80	49
Armed Robbery	4	4	5
Motor Vehicle Violations (arrests)	45	89	163
Sex Related Crimes	10	16	25
Narcotics	16	15	18
Suicides	2	0	5
Counterfeiting or Forgery	11	5	5
Missing Persons	7	8	9
Arson	5	10	7

### Motor Vehicle Statistics

Motor Vehicle Accidents Covered by Department	520
Motor Vehicle Accidents with Personal Injury	105
Bicycle FataIs	0
Bicycle Accidents with Personal Injury	6
Pedestrian Accidents/Fatal	0
Pedestrian Accidents/Personal Injury	4
Motor Vehicle/FataIs	0
Motorcycle Accidents/Fatal	0
Motorcycle Accidents/Personal Injury	4

### Miscellaneous Statistics

Protective Custody Detentions	197
Emergency Runs	402
Traffic Violations (Citations Issued)	1,154
Summons Served within Town	370
Summons Served out of Town	662

## Board of Health

This last year was again a busy year for the entire Board of Health. staff. There were over 1,800 environmental inspections during this past year.

The major inspectional duties included septic system plan review, septic system installation, site and soil testing, restaurants and retail food stores, and housing. Public and semi-public pool inspections were conducted throughout the swimming season. A great deal of staff time was devoted to the preparation and enforcement of legal orders.

The Board of Health and myself have a strong commitment to our nursing service and believe our nursing program to be of superior quality. This could only be accomplished through the hard work of Senior Nurse Florence Ross, staff nurses Rosemarie Durkin and Catherine MasLanka, and departed Supervisor Susanne McRee. Mrs. McRee recently had to resign when her husband accepted a new position in Connecticut. The Board and I thank her for a job well done.

I would like to extend my thanks to Board of Health secretary Karen Callahan, Sanitarian Paul McNulty and the nursing staff for their hard work and support in making 1977 a very productive year for the Board of Health and the Town of Acton.

I also wish to thank the Board of Health for their strong support and guidance throughout the year. Their leadership sets the standard for the staff to follow.

The following is my yearly report highlighting the activities and services for 1977.

### Rabies Clinic

The Acton Board of Health holds a rabies immunization clinic in late March or early April of each year, for all dogs six months of age or over. Under Massachusetts Law, every dog must be immunized once every two years.

### Mosquito Control Program

The control consisted of five-plus foggings of the Town by Ultra-Low-Volume apparatus for the control of adult mosquitoes. Malathion is the pesticide used to accomplish this purpose.

Board of Health summer personnel did the majority of the fogging in the Town, along with personnel of the Central Massachusetts Mosquito Control Project.

Source reduction work in the form of stream, ditch, and drain cleaning and clearing was done by both the Control Project and Board of Health employees. The program, judged on the basis of few complaints, was highly successful.

### Septic Tank Care

All residents in the Town of Acton are reminded of their responsibility to maintain their septic tanks and underground leaching areas.

A septic tank system will serve a home satisfactorily only if it is properly located, designed, constructed and adequately maintained. Even a good system which does not have proper care and attention may become a nuisance and a burdensome expense.

Neglect of the septic tank is the most frequent cause of damage to the leaching systems. When the tank is not cleaned, solids build up until they are carried into the underground leaching system, where they block the flow of the liquid into the soil. When this happens, the leaching system must be rebuilt or relocated -- a costly undertaking. The precautions of periodic inspection and cleaning of the septic tank can prevent this needless expense and work by extending the life of the leaching systems.

The frequency of cleaning depends on the size of the septic tank and the number of people it serves. *A garbage grinder should not be used unless approved by the Board of Health.* With ordinary use and care, a septic tank usually requires cleaning every two years. When the total depth of scums and solids at the inlet exceeds one-third of the liquid depth of the tank, the tank should be cleaned. The accumulated solids are ordinarily pumped out by companies which do this work satisfactorily. The solids removed should be buried or disposed in a manner approved by your local Health Department to avoid obnoxious odors and health hazards. *There are no chemicals, yeasts, bacteria, enzymes, or other substances capable of eliminating or reducing the solids and scum in a septic tank so that periodic cleaning by the homeowner is unnecessary. Contrary to some beliefs, the addition of such products is not necessary for the proper functioning of a septic tank disposal system and can be harmful to the leaching field.*

### Garbage Collection

The Town of Acton maintains a municipal garbage collection and is based on a once-a-week collection. All garbage shall be stored in a place convenient for removal. Garbage collectors are not allowed to enter any building, breezeway, garage, etc., to pick up garbage. Rubbish must not be placed in with the garbage; garbage cans should be of adequate size and have tight lids. Paper bags, paper wrapping or other trash shall not be deposited with edible garbage. Paths and garbage pail areas must be free of ice and snow and paths sanded for safe footing. All garbage complaints shall be directed to the contractor. If you do not have satisfaction after contacting the contrac-

tor, call the Board of Health at 263-4736 and we will try to remedy the situation. Please contact the Board of Health to begin this service.

### Sanitary Landfill

The Town of Acton maintains a sanitary landfill for rubbish and trash disposal. It is located on Route 2 just West of Hosmer Street, and it is open six days a week from 8:00 a.m. to 3:45 p.m. and closed on Sundays and Holidays. (Check schedule posted at entrance for summer hours.)

### Day Care Services

The Acton Board of Health has again become the licensing agency for these services.

### Well Child Clinic

The Acton Board of Health is now sponsoring a free "Well Child Clinic" for Acton residents, to be given monthly. This is for routine physical examinations and immunizations. This service is not intended to replace the child's family physician, but increases health services to the young community.

### Permits and Licenses Issued

Installers Permits	26
Sewerage Disposal Permits	160
Food Establishments	39
Temporary Food Establishments	14
Retail Food Establishments	27
Milk and Cream Licenses	50
Mobile Food Server Permits	7
Milk Dealers	18
Offal Transport	9
Commercial Haulers Permit	14
Well Permits	10
Public and Semi-Public Swimming Facilities	12
Sewerage Transporter Permits	15
Burial or Removal Permits	63
Plumbing Permits	227
Gas Permits	121
Privie Permits	2
Total Collected Miscellaneous Items	\$ 3,074.52
Plumbing Permits	2,748.00
Gas Permits	1,124.50
Sewerage Permits - new	116
repair	44
other	48
	7,385.00
	<u>\$14,332.02</u>

### Communicable Diseases Reported for 1977:

Animal Bites	17	Measles	0
Chicken Pox	25	Salmonella	0
German Measles	1	Syphilis	0
Gonorrhea	7	Amebic Dysentery	0
Mumps	2	Meningitis	1
Strep	3	Hepatitis	1
		Tuberculosis	1

Chapter 111, Section 111 of the General Laws, Commonwealth of Massachusetts, requires that all communicable diseases must be reported to the Board of Health, 263-4736.



### Well Senior Clinic

This past September we initiated a Well Senior Clinic which will be held on the fourth Tuesday of every month in the West Acton Baptist Church. The focus of the program will be counseling and the educational aspects necessary to promote good health for our senior citizens. Our nurses and other health professionals are participating in the program.

Steven Calichman, *Director*  
Donald Gilberti, *Chairman*  
Edwin Richter  
David Ogrodnick, *D.D.S.*

## Acton Public Health Nursing Service

The Acton Public Health Nursing Service, a certified Home Health Agency, provides skilled nursing in the community on a part-time basis in the home and performs nursing responsibilities of the Board of Health.

The Public Health Nurse's services are available to all Acton residents under supervision of the individual's physician. These services include: dressings, injections, monitoring cardiac patients, drawing of blood specimens for laboratory tests, diabetic teaching, guidance and support of mothers and newborns, teaching and rehabilitation of the patient recuperating at home, teaching the family to care for a person in the home, evaluation and referral of clients to other resources.

The elderly, the sick, the convalescent or handicapped who remain at home or return home early from another facility are afforded skilled care while living close to their family and friends.

The Acton Public Health Nursing Service, through contract with the Physical Therapy Department at Emerson Hospital, will provide, with an individual's physician's orders, evaluation, therapy, and teaching in the home for a homebound or recuperating person.

A Medical Social Worker is available, part-time, to patients and their families served by the agency for home visits and consultation.

Home Health Aides assist the Public Health Nurse by performing unskilled services such as baths, shampoos and meal preparation.

To support these services, there is a charge for home visits. Many of the visits and services are fully or partially covered by Medicare, Medicaid, Blue Cross, Veterans Services, or private insurance policies. The nurse will assist the client in obtaining financial coverage. No one is refused service solely on his inability to pay.

### Fiscal year July 1, 1976, to June 30, 1977.

2402 nursing visits, 1434 visits to persons over 65  
241 individuals received nursing visits  
33 Physical therapy visits to 6 patients  
27 Social service home visits and 191 consultations  
and 72 telephone interviews to 12 patients  
509 Home Health Aide visits to 19 patients

### Fees Collected (Fiscal - July 1, 1976, to June 30, 1977)

Cash	\$ 4,303.25
Medicare	18,627.97
Blue Cross	3,105.80
Medicaid (Welfare)	7,480.80
Veterans Services	1,101.00
Total	34,618.90

The Board of Health nursing programs and activities are Town supported in the areas of Communicable Disease Control, Maternal and Child Health, Immunization and Screening, Lead Poisoning Screening, Nursery and Day Care Center licensing. The emphasis is on prevention, early detection and education.

Communicable Disease Control involves home visits and follow-up to reported cases of Hepatitis, Salmonella and Tuberculosis. The nurse assists the family in understanding and controlling the disease while determining the source of infection.

Immunization and screening programs are available for education and prevention of disease.

1. Tuberculin testing - ongoing program to any resident, Town employees, teachers, nursery school volunteers or business establishments requesting a program.
2. Lead screening - ongoing program to all residents, preschool are recommended especially in the Spring.
3. Blood pressure and diabetic screening two times a year.
4. Well Senior's Clinic - program every month at the Drop-In Center, Baptist Church.
5. Influenza vaccine for Town employees and senior citizens - one clinic and to our patients in their homes.
6. Diphtheria Tetanus Booster Program for ninth grade students.
7. Measles and Mumps and Rubella clinics - assisted school nurses in recommended Massachusetts Department of Public Health program.
8. Well Child Clinic (Once a month third Wednesday)
 

Children	107
Families	77
Total visits	173

### Maternal and Child Health

The nursing staff makes visits to premature infants in the home, and to all mothers who request the service or whom a physician's referral is sent. 1976-1977, 40 visits to premature infants were made.

The Well Child Clinic was established to meet the needs for preventive health services to infants and preschool Acton residents. The clinics, under the supervision of the Acton Public Health Nurses, and Gene Swartz, M.D., Medical Advisor to the Board of Health. The clinic is staffed by Ellen Bell, M.D., and Ray Tripp, M.D., Medical Advisor to the Board of Health. The clinic

is staffed by Ellen Bell, M.D., and Ray Tripp, M.D., Pediatricians, on a rotating basis. Routine physical examinations and immunizations are given.

Your nurses have been involved in the following agencies and resources:

Welfare Secretary to Acton's Salvation Army Committee

Acton Boxborough School Health Program

Adult Education - Acton Boxborough High School

Alcoholics Unit, Middlesex County Hospital

Girl Scouts, Boy Scouts, Cub Scouts, and Bluebirds

Wheel-A-Meal

Council on Aging

Minuteman Home Care Corporation

Drop-In Center

Senior Citizens

Whitney Fund

White Fund Committee

Nursery Schools

Church Schools and Clergy

C.O.P.E.

Concord Welfare Department

Lead Poisoning Prevention Program

American Heart Association

Beacon Santa

Middlesex Community College

(for educational credits)

After Care Mental Health

American Cancer Society

Concord Family Service

LeLeche League

### **Future Health Planning**

1. Continue Well Child Clinics.
2. Blood Pressure and Diabetic Screening on regular schedule for early detection of Hypertension.
3. Support Glaucoma Screening and research by Acton Lions Club.
4. Support resumption of Lions Lazy Eye Screening Clinics.
5. Continue Lead Screening for young children.
6. Case finding for aged, shut-in, who may need assistance obtaining medical supervision.
7. Well Senior's Clinic - continue monthly with programs to meet senior's medical needs.
8. Tuberculin testing for residents who desire this service, especially those who are teachers and volunteers working with children.

All Acton Board of Health programs are directed toward education and early detection with appropriate referrals for particular health needs.

We wish to thank those physicians, service organizations, and volunteers who have given so much of themselves to support our programs and services. Thanks to the local newspapers who carry our press releases at no cost to the Town, the Adult Education Director who always finds more space to include our releases.

A thank you to Mr. Farrell, the Board of Selectmen, the

Acton Board of Health and the members of the Professional Advisory Committee.

Rosemarie Durkin, R.N.,  
Town Nurse

Susanne E. McRee, R.N.,  
Supervisor

Florence M. Ross, R.N.,  
Senior Town Nurse

Catherine MasLanka, R.N.,  
Town Nurse

Karen A. Callahan  
Secretary

## **Mental Health Services**

### **Walden Guidance Association**

The Walden Guidance Association (WGA) functions as the governing organization for its two mental health service units, the Eliot Clinic and the Eliot Day Center.

### **Eliot Clinic**

The Eliot Clinic of the Walden Guidance Association, is the out-patient facility of the Concord Area Comprehensive Mental Health Center, which serves ten area communities.

The Clinic offers services to residents in the area, regardless of their ability to pay, their age or sex.

Services provided by the Eliot Clinic include:

1. Intake, referral, and information services.
2. Evaluation and treatment services for individuals, groups, and families.
3. Consultation and education services to schools, legal and community organizations.
4. A Therapeutic Nursery School.
5. The Children's Day Treatment Service.
6. Mental retardation services.
7. Volunteer services.

The Clinic is open Monday - Thursday from 8:30 a.m. - 9:00 p.m. and Friday from 8:30 a.m. - 5:00 p.m. Fees are based on a sliding scale, depending on a families' ability to pay, and the Clinic is eligible for third party payments, including CHAMPUS and Medicaide. There are no specific "pre-admission" requirements, nor is there generally a formal waiting list.

### **Eliot Day Center**

The Eliot Day Center, the partial hospitalization unit of the Walden Guidance Association, provides full daytime comprehensive services for a wide range of mental health problems. It is located in the Community Agencies Building of Emerson Hospital. It is a psychiatric day hospital or "day treatment" facility that serves the residents of ten area towns. It is staffed by graduate level mental health professionals and trainees who work alongside Mental Health Center staff or other community professionals in psychiatry, psychology, social work, medicine, pastoral counseling and other human services.

If anyone is interested in these services or wants to obtain further information, please call Walden Guidance Association at 369-113.

Leslie Brody  
Executive Director





## Building Department

As viewed by the Acton Building Department, the local economy appears to have improved considerably over the last several years. In 1974 we recorded the lowest number of single family dwelling starts in more than a decade. (This followed immediately on the heels of the largest, in terms of total construction, in our history - 1973.) Since then, the annual number of single family starts has increased steadily with 1977 statistics more than 54% above those of 1974.

Each year we try to update the citizens of Acton with respect to important code changes occurring during that year. The most significant concern this year has been adoption of an energy conservation code by the State Building Code Commission. These new provisions, incorporated into the State Building Code, place Massachusetts among other progressive states who have taken position steps toward extending the life of our fossil fuel reserves. We expect that these regulations will have a measurable effect on energy consumption in the years ahead.

As might be expected, we anticipate that the new energy conservation requirements will increase the duties of this department. A conservation projection is that required inspections will increase 30% to 50% and plan review time will increase 20% to 30%. Anyone having questions regarding the new provisions or how they will affect existing and new construction is encouraged to contact our office.

## Civil Defense

Progress continues in the Civil Defense Program for the Town of Acton. Many volunteers give unbelievable hours to this unit to serve the town.

The Local Civil Preparedness Annual Program for 1978 has been approved by both Federal and State Agencies.

A new Basic Operation Plan will be completed by April 1, 1978.

We are always looking for new personnel and one of our biggest problems is public relations. We need a good P.R. man to help educate the townspeople in what is being done and how important it is.

Following this will be the reports of the Auxiliary Fire, Auxiliary Police, Communications Group and Search and Rescue Explorer Post #7.

All C.D. Units are constantly in training and I feel Civil Preparedness today is more important than it ever was.

Acton can be proud of the progress made in the last year and again in 1978. The continued co-operation of various departments in the town is greatly appreciated.

A special "thanks" to my department leaders:

Robert W. Ingram - Auxiliary Fire Director

Kenneth Sundberg - Auxiliary Police Capt.

Connie Sue Ingram - Explorer Post #7 Advisor

Larry Hill - Advisory Board and Treasurer

Mary Ellen Lambert - EMT and Member of Acton CD Medical Team

Ronald Rosenthal - Communications

Donald W. Macaulay, *Director Acton CD*

## Auxiliary Fire Department

The Acton Auxiliary Fire Department is composed of 15 volunteers who are on call to assist the Acton Fire Department and the citizens of Acton. The unit which is almost 30 years old had it's busiest and most productive year in 1977. The Aux in the past has operated out of a 1948 Ford which had previously been used as the Acton Rescue truck. This year we acquired a 3/4 ton surplus military vehicle which was outfitted by the members with a 275 gallon water tank, a high pressure pump, and 200 feet of hose. We have responded to a number of brush fires this year in this new addition.

Activity was at an all-time high this year. The unit provided 749 man hours of emergency responses. Of this, 315 man hours were in response to 47 fires, 28 man hours in mutual aid to neighboring towns and 80 man hours in special services. One of our regular services which is especially important to the people of Acton is cellar pumping. This year the Auxiliary performed 64 pumpouts for a total of 326 man hours. The unit was in service for almost 48 hours straight during this past

May snowstorm doing pumpouts, providing emergency power and aiding the Tree Department in keeping roads free of fallen trees to allow access of emergency vehicles.

Besides these activities the men have participated in training courses with the regular fire department and at the Stow Firefighting Academy and have taken CPR and first aid courses and participated in a training fire in Lincoln. They also stood fire watch for the April 19 Boy Scout Camporee and July 4 with the two service vehicles. Assistance was also provided to the Acton Regular and Auxiliary Police during the town fair July 4th marathon and Halloween and provided a safety watch for the Explorer Post 7 Bikeathon.

The group has held an openhouse as part of Civil Defense, marched in the Memorial Day parade, helped raise money for the Acton Firefighters Scholarship Fund and attended Fireman Musters throughout the state.

As a result of the training and experiences provided by the Auxiliary, four of our members - Dean Melanson, Dave Hillman, Ken Hicks and Gary Finneault - were advanced to the Acton Fire Call Department at the years end. Their help and support will be missed.

The Acton Auxiliary Fire Department would like to thank members of the Acton Fire Department for their help in training and the support they have given us and to the Acton Highway Department for their assistance in the construction of our new brush truck and many other town officials and citizens who have helped to make the Auxiliary a success.

Robert W. Ingram  
*Deputy Director*

## Auxiliary Police

1977 was a crucial year in the development of the Auxiliary police in that the Auxiliary became more closely integrated into the regular police department.

Several officers were authorized to carry handguns on duty, and these officers passed the qualifying course. In addition, all officers were authorized to carry handcuffs and batons while on duty. In keeping with the added responsibilities and close co-operation with the regular department, Auxiliaries were allowed to wear the regular Acton Police arm patch.

### Training:

Training was carried on throughout the year. Lectures were given by Sgt. Robert Rhodes, Ptl. Charles Coggins, and Ptl. Robert Cowan on law and police procedures. All Auxiliaries were trained to operate the Tele-type system, and to act as dispatchers at the station further, most Auxiliaries rode on training patrols with regular officers. Several officers also pursued their training individually with college law courses and C.P.R. classes.

A vital function of the Auxiliary is to prepare persons for permanent police positions. In 1977 one former member, Richard Jackson, was appointed as a provisional officer to the Acton Police Department. A second, Ann Flanagan, was appointed a regular officer with the Manchester, N.H. police.

### Activities:

1. Security detail for the Scout Encampment, April 18-19
2. Emergency traffic assistance, May 9 snowstorm
3. Traffic assistance, Memorial Day Parade
4. School Security during Acton Town Fair in June
5. Traffic control during Acton Marathon.
6. School security and traffic control for July 4 celebration
7. Traffic Assistance for charity functions.
8. Crowd control during football games
9. Patrol of Schools and sub-divisions Halloween week-end
10. House checks of vacant homes throughout the year.
11. Ride along with regular officers, and assist at station, several auxiliaries, several nights a week.

### Finances:

Aux. police allotment of C.D. Budget . . . .	\$730.00
Lions club contribution for 1977 . . . . .	\$250.00
	\$980.00

The above figure may not seem like a great deal of money for a volunteer department to have, but an analysis of the cost of police equipment shows that it is a barely adequate amount. Fully equipping one Auxiliary can run over \$300.00 and this figure does not even reflect the cost of department owned equipment such as raincoats and, in the future, radios. Training at the Civil Defense Academy runs to ten dollars a day per officer, and many training manuals we use are not supplied by the government.

### Cost Benefits:

An analysis of the hours Auxiliary officers have put in against the amount of money the town allocates to our use shows that the average cost per hour is about seventy-five cents for the police services the Auxiliary provides. This figure does not include the many hours Auxiliaries spend assisting regular officers during the week when not on a specific assignment. On average, the Auxiliary puts in 20-50 manhours per week in assisting regular officers in patrol duties.

### 1978:

In 1978 the Auxiliary wishes to secure a car through government surplus, and equip it for use as a back-up police vehicle. This will be used for, among other things, house checks, school patrols, and town functions.

The Auxiliary also wishes to send all officers to the C.D. Academy for a 40 hour advanced police course.

Finally, the department will try to increase its membership to 12 or 13 to provide more coverage to the town.

Kennth Sundberg  
*Auxiliary Police Captain*



## Search and Rescue Explorer Post #7

I feel that this group of young adults, ages fifteen to eighteen, is the finest group I have had the pleasure to work with. We were extremely proud that our post received national recognition for work with Civil Defense while building a shelter at the regional site in Maynard.

The post members worked hard to purchase a van which at the present time is being equipped and will soon be in commission to serve the town at no cost to the citizens.

Her is a brief summary of some of the activities performed by this unit:

### FIRST AID DUTY

Twin Rivers District Camporee, N.V.C., Scouting, U.S.A.

Thunderbird District Camporee, N.V.C., Scouting, U.S.A.

Cub Scout Camporee

Council Show, and other activities for the Nashua Valley Council, Scouting, U.S.A.

Isaac Davis Trail, April 19, Boy Scout Camporee

### PARTICIPATED IN

Acton Memorial Day Parade

Acton Town Fair, Game Booth, Traffic and Parking Control, also First Aid

July 4th, Traffic and parking control, First Aid

Halloween and Mischief nights, On patrol with other CD personnel

Beacon Santa, participated in our first attempt at float building in the Maynard Xmas parade, delivered packages to needy in area.

Snow shoveling for our Senior Citizens

As of now all our twenty-four members have completed the Standard First Aid course, CPR, officers training, and "Your Chance to Live" a disaster course from the Federal Civil Defense Agency. The near future holds courses from CODE, AA, Drug Abuse and National Disaster Control.

Explorers is sponsored by the Lions Club of Acton and supported by itself thru fund raising activities. We are a division of the Boy Scouts of America composed of twelve young ladies and twelve young gentlemen.

Mrs. Connie Sue Ingram, Advisor

## Communications

The Communication Team is available to operate with both State and Federal agencies. Acton CD worked with the C.B. React program and received an award from the National React Group for its participation in "coffee break" on Memorial week-end 1977.

Ronald Rosenthal

## Dog Officer

My records show that:

- 1) 1080 licenses were issued.  
400 reminders went out.
- 2) 75 dogs were picked up, 12 of which were claimed by their owners, 26 were placed in homes, and 37 were destroyed.
- 3) 11 complaints were registered with this office, most of which concerned barking dogs, dogs at schools, and dogs chasing cars and bicycles. All of these complaints were investigated and we hope that satisfactory solutions were found.
- 4) Readers please note that the 1978 licenses may be purchased on April 1 at the Town Clerks' Office, and all dogs over 3 months old must be licensed at that time.

Patrick Palmer  
Dog Officer



## Animal Inspector

My records show that:

Premises inspected	19
Dairy cows, 2 yrs. & older	46
Dairy heifers, 1 to 2 yrs.	19
Dairy calves, under 1 yr.	19
Steers	2
Goats	19
Sheep	7
Horses	32
Ponies	7
Dog Bites	7
Dogs Quarantined	7

Patrick Palmer  
Animal Inspector

## Insect Pest Control

This year the Department continued its program of removal of Dutch Elm Diseased trees. Most of the larger trees are removed by private contractors. Some help is obtained from the Utility Companies where the wores are involved. Stumps are ground out below grade.

Fall webworms continue to be the most visible insect pest. Gypsy Moth egg clusters can be found in most wooded areas of the Town, but foliar damage is slight.

The Poison Ivy along the streets was sprayed with a herbicide. Playgrounds and parking lots were also checked for reinfestation.

Two members of the Department are training for the Federal Pesticide exam. No restricted pesticide can be applied without a license after October 20, 1977.

Franklin H. Charter  
*Superintendent*



**The handiwork of the fall webworm is the most visible insect pest problem in Acton.**

## Central Mass. Mosquito Control Project

The Central Massachusetts Mosquito Control Project is a regional project designed to reduce mosquito populations to, at least, tolerable levels. Our main emphasis is on source reduction, which means the elimination of mosquito breeding places. A lot of effort this year has been expended clearing out clogged streams, broken branches, trash and other impediments to normal water drainage. These efforts, although slow and laborious, are long-lasting and are well-documented to reduce mosquito populations. Standing waters, catch basins and other mosquito larval breeding sites are treated with larvicides. New slow release chemical pellets and briquets are being used that are known to give up to 14 months control of larval breeding sites with no known effects on other microorganisms. When all else fails, or when a special situation exists such as a public affair involving a lot of people, spraying of adult mosquitoes is conducted. Most adultciding is done at night or in the early morning to minimize the effects on bee populations.

The Projects crews that come into town have been instructed to inform town officials such as the Selectmen and the Board of Health where and when and what they will be doing for whatever period of time. Contacts with Conservation Commission are made whenever conservation land is involved. Property owners are contacted whenever and wherever feasible to assure proper relations are established between Project personnel and townspeople. If any citizen has questions or would like to interface with project personnel at any level, a call to the Northboro Headquarters, 1-393-3055, will set the machinery in motion.

Clarence J. Tourville  
*Superintendent*

## Inspector of Wires

Two Hundred Thirteen permits were issued and the sum of Three Thousand Six Hundred Forty Seven Dollars and twenty-five cents (\$3,647.25) was collected in fees for these permits and turned over to the Treasurer.

All applications and electrical inspections were approved with a minimum of changes.

Leslie F. Parke  
*Inspector of Wires*

## Sealer of Weights and Measures

Units sealed . . . . . 348

Fees collected and paid to the Treasurer . . . . . \$473.30

George K. Hayward  
*Sealer of Weights and Measures*



## Street Light Committee

The Town of Acton now has 739 Street Lights throughout the town.

Almost all the older type open bulb fixtures have been replaced with the new mercury vapor type fixtures.

We subscribe to the policy adopted with the formation of the Committee that new street lights, in most instances, will be installed only at street intersections, dangerous curves, fire alarm boxes and locations designated as hazardous by the Fire Chief, Police Chief, or this Committee.

The Committee extends to the Town Manager and the Board of Selectmen its sincere appreciation for their cooperation during the year 1977.

Leslie F. Parke, *Chairman*  
Booth D. Jackson  
H. Stuart MacGregor

## Workmen's Compensation Agent

For the year 1977, covering thru December 19th, there were twenty eight (28) accidents reported from the following departments.

### School Department:

Conant	3
Douglas	1
Gates	1
McCarthy-Towne	2
Merriam	1
Cemetery Dept.	5
Highway Dept.	15

Twenty-six of the injured required medical attention; three had some less of time.

Two accidents are still open, but should be settled shortly after the first of the year.

One accident is still open with a reserve set aside.

The two accidents from last year that were receiving weekly compensation have been settled. The one of 7/21/75 that had a reserve set aside and was before the Industrial Accident Board is still unresolved.

Theron A. Lowden  
*Workmen's Compensation Agent*



# Our Heritage





## Archives Committee

The Archives Committee has met several times during the year and has made a survey of the Town Records that will have to be microfilmed this coming year.

The Committee decided to do the work in three stages as follows:

- Step (1) Town Clerk Office, Births Certificates, Death, and Marriages;
- Step (2) Town Meetings (Seven Volumes, Covering several years); and
- Step (3) Selectmen's Minutes and the Town Clerk's Registers.

When this work has been completed, duplicated diazo rolls film will be made, one set will remain at the Town Clerk's Office and one set sent to Iron Mountain Vault, New York.

The Archives Committee has made suggestions to the Town Manager about the needs for a better security methods not only for microfilms, but also for the old Town Records.

The Committee is again asking for additional money in our line item in the budget this coming year so that we can continue our work.

T. Frederick S. Kennedy  
Joyce Woodhead  
Minetta D. Lee

## Historical Commission

During the past year the Historical Commission has continued its mission for the preservation, promotion and development of the historic assets of Acton.

Concurrent with the cataloging of structures, sites and artifacts, is the research of certain properties for nomination to the National Registry of Historic Places.

The Commission is also in the process of creating grave stone rubbings from some of the more unusual stones in the cemeteries. The rubbings, as completed, are placed on file at the Memorial Library.

Several requests have been received during the past year for information on certain structures within the town. We are pleased to be able to furnish this information.

Relating to the Line of March of the Acton Minutemen, we have advised the Selectmen to pursue any actions they deem necessary to preserve the right to repass on foot three perpetual easements between Hayward Road and Great Road.

The Historic Commission thanks all who have assisted us in our endeavor. The Commission meets at 8 p.m. the second Wednesday of each month in the D.P.W. building on Forest Road.

William A. Klauer, *Chairman*  
Marion E. Houghton, *Clerk*  
Anita E. Dodson  
Stanley L. Smith, Jr.  
Robert H. Nylander



## Veterans' Graves

There have been eight interments of United States War Veterans in the Acton Cemeteries during the year 1977. The names of the Veterans, the dates and place of burial are as follows:

George Roe	WWI	U.S. Army	January 12, 1977	Mount Hope Cemetery
Wilho Anderson	WWII	U.S. Army	February 13, 1977	Woodlawn Cemetery
Russell K. Provencher	WWII	U.S. Army	May 5, 1977	Mount Hope Cemetery
Roland Rikeman	WWII	U.S. Army	June 2, 1977	Woodlawn Cemetery
Thomas R. Vogt	Korean	U.S. Army	July 18, 1977	Woodlawn Cemetery
Carl Godfrey	WWII	U.S. Army	August 29, 1977	Mount Hope Cemetery
Santo Romeo	WWI	U.S. Army	September 13, 1977	Woodlawn Cemetery
Angelo Zaffuto	WWI	U.S. Army	October 28, 1977	Woodlawn Cemetery

Flag Standards and also Grave Markers have been placed on all of the above Veterans' Graves. To receive a Veterans' Grave Marker, it is necessary that an application for the be made out and forwarded to the government. These forms are available from all Funeral Directors or from the Veteran Agent. A new ruling has been made by the Veterans' Administration that a affidavit must be filed with Grave Registration Officer, giving all Veterans' Military Records for any future reference that may be necessary for Veterans' Burial Benefits.

T. Frederick S. Kennedy  
Veterans Grave Registration Officer







# Office of the Town Clerk





# REPORT OF TOWN CLERK

Births recorded . . . . .	212
Deaths recorded . . . . .	98
Marriages recorded . . . . .	180

## IMPORTANT REQUEST

Please notify the Town Clerk immediately of any error or omission in the following list of Births.

Errors can be corrected only by sworn affidavit, as prescribed by the General Laws, and may cause you inconvenience which can be avoided by prompt attention.

## BIRTHS REGISTERED IN 1977

<b>Date</b>	<b>Place</b>	<b>Name of Child</b>	<b>Names of Parents</b>
Jan. 2	Winchester	Bumbaca, Jesse Carl	Carl D. and Jill C. Mantineo
Jan. 3	Concord	Kramer, Danial Allan	Norman and Janet M. Durivage
Jan. 3	Concord	Henderson, John Andrew	John R. and Christina M. Conroy
Jan. 5	Concord	Knopp, Jennifer Emille	Jerome and Shirley A. Malmquist
Jan. 6	Concord	Maple, Andrew Michael	Gerald M. and Angela M. Weaver
Jan. 6	Concord	Baker, Amy Kathleen	Dennis J. and Carol A. Conley
Jan. 6	Concord	Beisheim, Brian Edward	John P. and Deborah J. Holt
Jan. 7	Concord	Greenawalt, Keith Sloan	Kim C. and Bonnie A. Palisi
Jan. 8	Concord	Roberts, Danielle Linda	Kenneth L. and Louisa A. Finocchio
Jan. 9	Concord	Craig, Meghan Ellen	Bruce D. and Jacqueline S. Murphy
Jan. 10	Concord	Szafran, Daniel Michael	John H. and Rosemary Larkin
Jan. 11	Concord	Reese, Sara Beth	James C. and Rosemary P. Vernacotola
Jan. 12	Boston	Lopez, Jennifer Anne	Alfonse L. and Karen J. Weiser
Jan. 15	Concord	Egan, Shawn Noel	Stephen L. and Roberta L. Tuck
Jan. 16	Cambridge	Jordan, Bernice Elizabeth	James K. and Cheryl E. Jones
Jan. 16	Winchester	Dillon, Melinda Billie	Larry K. and Nancy M. Gallagher
Jan. 16	Concord	Swanson, Keith Alan	Alan J. and Joy E. Park
Jan. 17	Concord	Veasie, Christine Linda	John C. and Deborah A. Tenney
Jan. 17	Concord	Albee, Kathy Helena	Robert C. and Susan H. Jarvi
Jan. 18	Concord	Von Der Linden, Eric Clarke	Arthur F. and Nancy B. Clarke
Jan. 20	Concord	Noke, Samantha Dawn Susan	William G. and Susan D. Goodwin
Jan. 21	Concord	Bishop, Seth Joel	Gregory J. and Claudia A. Paine
Jan. 23	Concord	Depeyrot, Joelle Anne-Therese	Michel Y. and Laura P. Chapman
Jan. 23	Newton	Kerr, Jeffrey David	David S. and Dolores Valle
Jan. 25	Concord	Parenti, Edward Clayton	Ronald R. and Pamela J. Kline
Jan. 25	Concord	Kermashek, Joshua Raymond	John F. and Joan C. Wilson
Jan. 28	Concord	Tantalo, Deborah Ann	Francis P. and Janice M. Triano
Jan. 28	Concord	Brown, Stacie Leigh	Gary M. and Linda S. Heyner
Jan. 29	Concord	Kuo, Leslie Er-Lun	Tze-Chieng and Taselin Li
Jan. 30	Framingham	Gould, Amy Meredith	Marvin H. and Karen R. Isaacson
Feb. 3	Concord	Hamwey, Brian Paul	Paul J. and Pamela A. Bergin
Feb. 4	Cambridge	Silvestro, Gregory Peter	Peter M. and Rosemary A. Morris
Feb. 6	Concord	Kochis, Kerianne Marie	Donald J. and Kathleen M. Hanifan
Feb. 7	Acton	Hulsizer-Wymore, Adam Stewart	John D. and Ann E. Hulsizer
Feb. 9	Concord	Frey, Ariel Shana	Laurence S. and Helen R. Frisher
Feb. 11	Concord	Roy, Courtney Lynn	Franklin E. and Debra A. Johnson
Feb. 12	Concord	Lai, Thomas Tze-Jen	Hai-Chiu J. and Helen H. Lee
Feb. 13	Concord	Lee, Richard Shih-Yun	Chih and Grace Y. Chang
Feb. 16	Boston	Hodges, Kimberley Anne	Joseph W. and Judith C. Hutchinson
Feb. 17	Boston	Glidden, Christopher Murphy	Jeffrey D. and Janet E. Jordan
Feb. 18	Boston	Pradas-Monne, Alicia Mercedes	F. Antonio and Montserrat Monne
Feb. 19	Cambridge	Peabody, Kelly Ann	Ronald B. and Bette J. Minerella
Feb. 20	Concord	Bourgeois, Stephanie Anne	Stephen C. and Leslie C. Mc Kenney
Feb. 21	Newton	Rush, Jessica Leigh	Gerald A. and Vivian A. Besser
Feb. 22	Concord	Helekar, Jay Sudheer	Sudheer N. and Padmaja V. Joshi
Feb. 24	Concord	Nichols, Leslie Janice	Glen L. and Jennifer B. Finley

<b>Date</b>	<b>Place</b>	<b>Name of Child</b>	<b>Names of Parents</b>
Feb. 28	Winchester	Goradia, Ami Dinesh	Dinesh B. and Aruna D. Mehta
Feb. 28	Concord	Portante, Ronald John	Gerald F. and Frances P. Rubino
Mar. 1	Newton	McIlhargie, Brian Patrick	Robert V. and Kathleen M. Smith
Mar. 3	Concord	Dearborn, Christina Marie	Lee H. and Anna M. Pasciuto
Mar. 3	Boston	Lunt, Catherine Mays	Richard R. and Christine R. Janes
Mar. 5	Concord	Blake, Cyrus John	Frederick J. and Linda S. Doherty
Mar. 7	Concord	Guilmette, Alison Nicole	Peter J. and Louise M. Wadden
Mar. 7	Concord	Burke, Madeline Grace	William J. and Hsiao-Hua Kuo
Mar. 9	Concord	Campbell, Jonathan Paul	Paul H. and Lorraine Seth
Mar. 9	Newton	Ranucci, William Joseph	William E. and Deborah J. McAlpin
Mar. 11	Concord	Livermore, Will	Roland J. and Elaine L. Bshara
Mar. 13	Concord	Wong, Jason Christopher	Alan K. and Betty M. Hom
Mar. 13	Boston	Moreau, Michael Gerard, Jr.	Michael G. and Rose A. Mc Mahon
Mar. 17	Concord	Henderson, Chad Robert	Robert S. and Janis R. Wright
Mar. 26	Concord	Isaacs, Mandi Larissa	Ronald G. and Jane E. Kalfus
Mar. 28	Concord	Sheehan, John Edward	Richard E. and Lorraine M. Gayne
Mar. 29	Boston	Hickey, Patrick Kevin	Kevin L. and Joan M. Sheehan
Mar. 30	Concord	Bramhall, Arthur Wescott	Mark H. and Janet L. Kschinka
Mar. 30	Newton	Noon, Christopher Thomas	Thomas J. and Francesca A. LaFura
Apr. 1	Concord	Diskin, Laurel Susanne	James P. and Mary C. Christian
Apr. 2	Concord	Judge, Charles Richard	Frank B. and Susan H. Robbins
Apr. 5	Concord	Gerstenzang, Daniel Ethan	William C. and Barbara J. Maczka
Apr. 5	Concord	Hartwell, Kristy Lee	Steven C. and Debra A. Mills
Apr. 7	Concord	Webb, Bradford Stuart	George B. and Cynthia L. Stuart
Apr. 7	Concord	Limoge, Cleve Merrill, Jr.	Cleve M. and Susan J. Beebe
Apr. 13	Concord	Kintigh, Jeremy Thomas	Dana W. and Elizabeth A. Lytle
Apr. 13	Concord	Budiansky, Ethan Zachary	Gary P. and Judy Traugot
Apr. 16	Malden	Weymouth, Sean Joseph	Francis E. and Jacqueline C. McCarthy
Apr. 22	Newton	Sullivan, Justin Peter	Thomas G. and Maryanne Weisz
Apr. 25	Cambridge	Strickland, Launie Christina	Roger W. and Adelheide Kleiner
Apr. 29	Concord	Tischler, Micah Daniel	Neil S. and Regina C. Scholl
May 2	Concord	Donnelly, Elise Jan	Richard G. and Jan L. Colwell
May 2	Concord	Wait, Amanda Elizabeth	Langdon H. and Madge C. Ward
May 3	Concord	Apgar, Benjamin John	Aaron C. and Lynn E. Torrence
May 9	Boston	Danielson, David Eric	Steven E. and Marian J. Rhodes
May 10	Concord	Swartz, Sager Miles	Gene P. and Mary L. Miles
May 10	Concord	Gardner, Jennifer Mc Kay	George L. and Catherine J. Mc Kay
May 11	Malden	Fanning, Jacob Lester	Lester L. and Diana L. Atwood
May 12	Concord	Huxtable, Michael Guy	Ronald E. and Donna J. Fawley
May 13	Concord	Arnold, Michael Theodore	Theodore R. and Deborah E. Brennan
May 13	Concord	Locke, Jessica Courtney	Douglas A. and Mary P. Hartigan
May 15	Concord	Dicicco, Stacey Elaine	Peter S. and Monica M. Krysiak
May 15	Concord	Snyder, Sierra Lynn	Richard N. and Candice D. Mahan
May 19	Concord	Phillips, Alexander William	Leonard A. and Susan A. Dixon
May 19	Concord	Mehta, Nikhil Ramesh	Ramesh K. and Meenakshi V. Kamdar
May 21	Concord	Coon, Dennis Christopher	Dennis C. and Yvonne M. Coulombe
May 22	Concord	Lane, Joshua Philip	Philip and Lorinda K. Kotila
May 23	Concord	Robidoux, Susan Marie	Charles S. and Kathleen J. Stebbins
May 24	Concord	Sgroi, Robert Michael	Allan R. and Joanne F. Barrett
May 27	Concord	Haque, Shabbana	Israrul and Shahnaz Khatoon
May 28	Concord	Kenny, Katherine Irene	David A. and Mary E. McGann
May 30	Waltham	Segien, Brenda Joy	Kenneth M. and Patricia A. Campobasso
June 1	Concord	Chiarelli, Carla Beth	John D. and Nancy S. Cohen
June 1	Concord	Killooy, Kathleen Laura	David H. and Karen E. Smith
June 4	Acton	Carter, Sara Beth	Richard K. and Jayne E. Pessa
June 8	Concord	Glenn, Jacob James	Ronald J. and Ann M. Cobleigh
June 9	Boston	LSmith, Sarah Elyse	Robert S. and Constance M. LaRosee



<b>Date</b>	<b>Place</b>	<b>Name of Child</b>	<b>Names of Parents</b>
June 16	Concord	Wesson, Mark Raphael	Jeffrey A. and Deborah A. Kort
June 16	Boston	Hadden, Valerie Margaret	Stephen C. and Rebecca L. Saylor
June 20	Concord	Lindblom, Alison Haynes	David C. and Mary S. Rinehardt
June 21	Concord	Hancock, Russell Todd	James R. and Joyce R. Susskind
June 21	Concord	Reilly, Tracy Marie	Daniel T. and Susan E. Tupper
June 21	Boston	Drake, Stephanie Anne	William S. and Patricia C. Grant
June 22	Boston	Driscoll, Zachary Logan	Daniel F. and Constance Colub
June 24	Concord	Roach, Jocelyn Jones	Gregory V. and Annelyse K. Teeven
June 25	Newton	Bethke, Christina	Douglas A. and Susan G. Abatsis
June 26	Concord	Brown, Steven John Wilfred	Wilfred E. and Karey B. Dudley
June 28	Concord	Ball, Aaron James	Peter D. and Karen T. Connors
June 28	Concord	Torrielli, Luisa Kathleen	Charles W. and Paula E. Forsyte
June 29	Concord	Russo, Jonathan William	William A. and Jodee K. Anderson
June 29	Concord	Holley, Rachel	Christopher J. and Carol J. Smith
July 1	Concord	Meier, Kevin Edward	Thomas R. and Rowena M. Done
July 4	Concord	Sawyer, Angela Dorothy	Ronald C. and Eleanor F. Brown
July 6	Concord	Young, Erin Cathleen	Paul R. and Cathy A. Gardner
July 6	Concord	Quin, Christopher John	Stephen J. and Dianna E. Laurenson
July 11	Concord	Nolan, John Bemis	Bernard J. and Brenda A. Bemis
July 12	Newton	Baafi, Edward Kwabena	Robert K. and Pamela D. Eaton
July 13	Newton	Fontas, Mark David	Paul J. and Susan Meadows
July 20	Concord	Seitz, Kristin Elizabeth	Karl W. and Nancy E. Shields
July 20	Concord	Pecukonis, Matthew Eric	Edmund and June L. Walters
July 23	Concord	Guzzo, Katherine Twining	Michael A. and Louise T. Sargeant
July 23	Winchester	Chase, Colleen Anne	Keith F. and Martha J. Mulhern
July 25	Concord	Hannon, Kelly Jean	Dana B. and Janet E. O'Dowd
July 26	Concord	Radwich, Craig Michael	Norman J. and Mary E. Ketchen
July 27	Concord	Di Perna, Michael Clifford, Jr.	Michael C. and Patricia L. Martin
July 29	Newton	Arnold, Kristina Susan	Jeffrey V. and Susan M. DiMeco
July 29	Newton	Appel, Jennifer Loren	Kenneth M. and Susan L. Doucette
July 29	Boston	Sweet, Lonny Lucan	Robert N. and Wendy J. Segal
Aug. 4	Concord	Drepanos, Michael Bradley	Nicholas P. and Joan E. Hemingway
Aug. 11	Concord	Gunther, Jared Hyrum	Larry L. and Teresa M. Denning
Aug. 11	Concord	Dunn, Julie Anna	Geoffrey A. and Roberta A. Luhaink
Aug. 13	Concord	Brandt, Andrew Larkin	Timothy A. and Nancy L. Larkin
Aug. 18	Boston	Stamski, Rebecca Elisabeth	Bruce M. and Kathym E. Dubin
Aug. 19	Concord	Howe, Aaron Jeffrey	Dudley T. and Kathy M. Brownell
Aug. 19	Boston	Milardo, Timothy Michael	Michael A. and Alice E. Folger
Aug. 24	Concord	Shammas, Virginia Christine	John I. and Sandra K. Atwood
Aug. 27	Concord	Brill, Amanda Susan	Robert J. and Sylvia V. Laubach
Aug. 29	Concord	Brueck, Laura Rebecca	Steven R. and Cynthia Hatch
Sep. 1	Concord	Peabody, Adam Bayard	Bayard W. and Carol F. Fabrizio
Sep. 6	Concord	Martin, Jaime Rene	James A. and Cynthia R. Johnston
Sep. 6	Boston	Gray, David Sullivan	David N. and Diane W. Kearney
Sep. 7	Boston	Wimberly, Stephen John	Floyd T.S. and Judith A. Desmond
Sep. 9	Concord	Cuff, Amy Lynn	Jeffrey M. and Susan Burt
Sep. 9	Boston	Hamilton, Binney Ann	William A. and Paula M. Dabney
Sep. 9	Newton	Denoncourt, Jason Dennis	Dennis M. and Susan M. Spain
Sep. 11	Boston	Marvin, Andrea Stephanie	Ronald A. and Patricia C. Mee
Sep. 12	Concord	Haney, Stephanie Katherine	Douglas G. and Katherine A. Biebers
Sep. 13	Concord	Gothie, Bryan Decker	Robert P. and Nancy J. Turcotte
Sep. 15	Concord	Schelling, Christina Danielle	Thomas A. and Betty E. Fuller
Sep. 16	Concord	Harrington, Jessica Erin	Jeffrey C. and Karen A. Flaherty
Sep. 17	Concord	Harmon, Matthew Emerson	Charles E. and Judith A. Moon
Sep. 18	Boston	Greer, Caitlin Jean	Richard T. and Jean E. Sullivan
Sep. 19	Concord	Tweedy, Eliza Fleming	Renwick S. and Dorris K. Baker
Sep. 19	Concord	Lam, Chung-Kai Sven	Tak-Ming and Ullabritt Edvardsson

<b>Date</b>	<b>Place</b>	<b>Name of Child</b>	<b>Names of Parents</b>
Sep. 21	Concord	Moen, Christian Robert	Melvin O. and Anneliese E. Owens
Sep. 23	Boston	O'Neil, Paul David	Paul D. and Maureen M. McConnell
Sep. 23	Concord	Gorman, Margaret Ann	Thomas F. and Eunice M. Clark
Sep. 23	Concord	Wellons, Rebecca Janet	David H. and Ann W. Phillips
Sep. 25	Concord	Ullmann, Maryann Mc Ouatt	Laurence E. and Helen F. Schatvet
Sep. 26	Concord	Ballard, Cherie Ann	Steven F. and Charlotte M. Mac Aulay
Sep. 26	Concord	Sigman, Eric Michel	Marcel A. and Marie A. Ciaraldi
Oct. 4	Framingham	Kutasz, Stephen Michael	Charles V. and Donna M. Krystyniak
Oct. 4	Boston	Ciampa, Devon Laine	Dan and Elaine Nelson
Oct. 7	Lynn	Sidman, Angela	Steven B. and Brenda R. Handelman
Oct. 8	Concord	Thiel, Elizabeth Marie	David W. and Marilyn F. Kenny
Oct. 9	Concord	Heath, Laura Jamieson	John A. and Anita L. Eskesen
Oct. 15	Natick	Larkin, Mary Frances	Francis J. and Elaine C. Hopson
Oct. 17	Concord	Bukhari, Fatima Zenab	Javed A. and Curatulain J. Abbas
Oct. 19	Concord	Sampson, Jeni Alden	Robert A. and Kerrie-Susan Titus
Oct. 21	Boston	Burleson, James Tyler	Richard P. and Karen S. Crofoot
Oct. 25	Concord	Ryan, James Phillip	Paul P. and Margaret M. Mc Cormack
Oct. 25	Concord	Rendish, Marc Anderson	Michael J. and Mimi A. Stout
Oct. 26	Concord	Torre, Elizabeth Anne	Matthew J. and Mildred E. Caswell
Oct. 28	Concord	Doherty, Amy Jean	Richard A. and Constance J. Crittenden
Oct. 28	Concord	Doherty, Kelly Jean	Richard A. and Constance J. Crittenden
Oct. 30	Concord	Daley, Samantha Ann	Robert J. and Nancy B. Kinney
Oct. 30	Concord	Bourgeois, Mathew Francis	Gilbert M. and Margaret L. Daley
Oct. 30	Newton	D'Agostino, Jessica Lynn	Thomas G. and Donna J. Gallagher
Oct. 31	Concord	Little, Marie Elizabeth	Jesse L. and Marie T. Bisanti
Nov. 9	Concord	Chicoine, Thomas Andrew	Gary S. and Doris J. Gamelin
Nov. 10	Concord	Hagerstrom, Jennifer Doran	John R. and Susan M. Doran
Nov. 10	Concord	Fong, Frances Lok-Mum	Joseph S. and Christine Y. Wong
Nov. 12	Concord	Scott, Rebecca Page	James M. and Susan Bubbers
Nov. 14	Concord	Brown, Dale Alton	David J. and Marjorie L. Dingee
Nov. 17	Boston	Madan, Anita Anil	Anil G. and Shireen A. Adranvala
Nov. 18	Concord	Dolson, Jed Augustus	Robert T. and Anne P. Hardy
Nov. 21	Concord	Russell, Dana Walker	Kenneth B. and Elizabeth S. Prichard
Nov. 21	Concord	Perkins, James Edward	Edgar A. and Donna L. Selfridge
Nov. 22	Concord	Drake, Whitney Breckinridge	Gary L. and Rebecca B. Neblett
Nov. 28	Concord	Gormley, Elizabeth Marguerite	Edward M. and Sharon A. Hunt
Dec. 1	Concord	Ford, Jennifer Dawn	John E. and Khrist S. Cotton
Dec. 7	Concord	McKay, Jennifer Marie	Richard A. and Bettianne Wade
Dec. 7	Concord	Cassady, Jessica Darleen	David W. and Dorothea C. Bracy
Dec. 8	Boston	Messina, Heather Renee	Paul F. and Joanne B. Lawn
Dec. 12	Concord	Pope, Matthew Alan	Warren F. and Jeanette R. Savage
Dec. 15	Concord	Trischitta, Phillip	Paul J. and Anne Mary Devir
Dec. 15	Concord	Trischitta, Susanne	Paul J. and Anne Mary Devir
Dec. 16	Boston	Wadoski, Andrew Marc	Kenneth W. and Suzanne R. Bonn
Dec. 19	Concord	Powers, William Joseph, III	William J. and Mary R. Danen
Dec. 20	Concord	Bert, Robert Paul, Jr.	Robert P. and Deborah J. Marshall
Dec. 24	Concord	Davis, Andrea Carla	Alfred W. and Marzell S. Cottingham
Dec. 30	Concord	Scacciotti, Tania Andrea	Vincent and Wilma A. Munoz

Births recorded in this office after December 30, 1977 are NOT included in the above list.



**RECORD OF TOWN ELECTION****HELD APRIL 4, 1977**

	<u>Pct. 1</u>	<u>Pct. 2</u>	<u>Pct. 3</u>	<u>Total</u>
Whole number of ballots cast	679	440	716	1835
MODERATOR, One Year				
Donald MacKenzie	569	375	597	1541
Blanks	110	65	119	294
SELECTMEN, Three Years (2)				
Joan N. Gardner	435	262	393	1090
Alfred F. Steinhauer	367	253	396	1016
T. Frederick S. Kennedy	319	230	434	983
Nathaniel D. Pitnof	77	55	70	202
Blanks	160	80	139	379
SCHOOL COMMITTEE, Three Years (2)				
James T. O'Rourke	308	223	383	914
Anne H. Ridley	391	222	357	970
Susan R. Grolnic	93	50	70	213
Floyd Dore Hunter	299	216	361	876

John E. MacLeod	76	80	110	266
Blanks	191	89	151	431

TRUSTEE OF MEMORIAL LIBRARY, Three Years				
Nancy K. Gerhardt	564	375	594	1533
Blanks	115	65	122	302

TRUSTEE OF MEMORIAL LIBRARY Two Years (to fill vacancy)				
Persis R. Green	533	363	563	1459
Blanks	146	77	153	376

TRUSTEE OF MEMORIAL LIBRARY One Year (to fill vacancy)				
Vincent Parrella	519	356	563	1438
Blanks	160	84	153	397

HOUSING AUTHORITY, Five Years				
Paul G. Der Ananian	512	363	558	1433
Blanks	167	77	158	402

**REVISED JURY LIST****1977-1978****PRECINCT 1**

James B. Bender	Marketing Manager	Barbara T. Schneider	Housewife
14 Whittier Drive		8 Brabrook Road	
Mark H. Bramhall	Programming	Erla Z. Schwarm	Housewife
15 Long Ridge Road		5 Alcott Street	
Joan H. Caldwell	Housewife	James R. Spike	Technical Writer
5 Cross Street		9 Wampus Avenue	
Anne J. Davis	Homemaker	Marion B. Walsh	Housewife
7 Emerson Drive		7 Flagg Road	
Rita Leys Dolan	Volunteer Services	Edward T. Berriman, Jr.	Regional Manager
7 Alcott Street		3 Heald Road	
Walter E. C. George	Personnel Administrator	Robert L. Caldwell	Sales Engineer
87 Concord Road		5 Cross Street	
Constance A. Krea	Home	R. Sumner Cowdrey	Marketing Engineer
93 Concord Road		6 Flagg Road	
Alvin G. Litchfield	Vice-President	Margaret A. Garlow	Executive Secretary
20 Minot Avenue		42 Alcott Street	
Muriel G. Lombardo	Chef	Donald P. Gates	Senior Process Engineer
26 Carlisle Road		37 Newton Road	
Robert L. Loomis	Communications Systems Engineer	Lucille P. Grosse	Bank Teller
56 Alcott Street		11 Alcott Street	
Beverly A. Lowry	Homemaker	Raymond L. LaRoche	Graphic Engineer
50 Alcott Street		31 Alcott Street	
W. David Malcolm, Jr.	Section Head	Joseph E. Lidiak	Manager
4 Long Ridge Road		12 Phalen Street	
Carol O. McCluer	Housewife	Talma N. Lidiak	Home
27 Washington Drive		12 Phalen Street	
Jane G. Moody	Housewife	Marianne W. Maguire	Retired
19 Evergreen Road		14 Revolutionary Road	
Ellen H. Nott	Waitress	Roberta B. McIlhatten	Housewife
11 Long Ridge Road		42 Concord Road	
Carol E. Rae	Bookkeeper	Barbara Nylander	Housewife
41 Wood Lane		144 Great Road	

Donald O. Nylander	Retired	PRECINCT 2	
144 Great Road			
Edward M. Palizzolo	Sales Representative	Marjorie M. Anzenberger	Housewife
10 Cowdrey Lane		33 Adams Street	
Margaret Pogue	Housewife	Jean G. Bachman	Homemaker
105 Concord Road		5 Doris Road	
Thomas N. Rogers	Retired	Esther M. Bergin	Homemaker
12 Coughlin Street		132 High Street	
Margaret Schene	Domestic Engineer	Henry D. Bushnell, II	Personnel Officer
7 Patridge Pond Road		50 Liberty Street	
Jean E. Smith	Housewife	Lawrence M. Hill	Electrical Engineer
11 Magnolia Drive		11 Francine Road	
Richard T. Tear	Manager	Ann S. Hoover	Housewife
6 Green Wood Lane		36 Faulkner Hill Road	
Shirley U. Towle	Housewife	Mary Kasparian	Housewife
33 Nagog Hill Road		4 Hatch Road	
Kenneth B. Turner, Jr.	Chemical Engineer	Alfons Krysiel	Electronics Technician
70 Taylor Road		13 Independence Road	
George E. Waite	Head Shipper	James J. McPadden	Vice President
16 Henley Road		7 Putter Drive	
Joseph Almeida	Printer Board Fabricator	Paul E. Mendonca	Ind. Relations
6 Azalea Court		47 School Street	
Patricia A. Barron	Lab. Technician	Albert E. Mullin, Jr.	Executive
16 Barker Road		6 Nadine Road	
June Beyer	At Home	Walter B. Newsham	Vice-President
1 Harvard Court		45 Piper Road	
Lemuel W. Davis	Engineer	Paul R. Nyquist	Unemployed
235 Brown Bear Crossing		2 Apple Valley Road	
Claudia N. Everest	Model/Actress	Alfred P. Ramos	Supervisor
11 Henley Court		51 Main Street	
William J. Gately	Administrator	Jean IB. Schoch	Field Director
2 Hickory Hill Trail		6 Doris Road	
John G. Hone	Engineer Project Manager	Roland F. Shackford	Mathematician
4 Brabrook Road		27 Central Street	
Donna Horton	Waitress	Howard T. Shippen	Electrical Engineer
514 Main Street		16 Carlton Drive	
Marilyn A. Kelleher	Assistant Buyer	Wayne C. Smith	Broadcast Engineer
4 Heald Road		59 Laws Brook Road	
Harold J. Kelley	Parts & Material Manager	Barbara A. Walsh	Housewife
12 Bromfield Road		9 Country Club Road	
Kenneth R. Klemmer	Manager	Avilda W. Whittle	Housewife
16 Revolutionary Road		185 Parker Street	
Oscar L. Kress	Self-Employed	Irene S. Borowski	Accounting Representative
18 Thoreau Road		9 Faulkner Hill Road	
Leo E. Lemere	Vice President/Manager	Henry J. Brinkman	Accountant
12 Alcott Street		8 Carlton Drive	
Edgar P. McIlhatten	Rep., Boston Gas Co.	Patricia G. Bushnell	Homeaker
42 Concord Road		50 Liberty Street	
John A. Orphanos	Chief Mfg. Operations Div.	Carla C. Dale	Housewife
6 Magnolia Drive		26 Brucewood Road	
Barbara S. Pappas	Bookkeeper	Anne D. Darling	Self-Employed
39 Hayward Road		197 Main Street	
Catherine A. Travers	Baker	James P. Diskin	Sanitary Engineer
399 Main Street		1 Vanderbilt Road	
Patricia P. Trumboldt	Learning Disabilities Tutor	Peter C. Galluzzo	Table Machine Operator
7 Hawthorne Street		92 Piper Road	
Phyllis F. Walsh	Product Safety Administrator	Edward T. Hopke	Asst. District Manager
11 Coolidge Drive		6 Brucewood Road	



Michele Y. Jones	Student	Ralph L. Royle	Mechanical Design Engineer
7 Pond View Drive		70 Central Street	
Robert V. McIlhargie	Personnel Manager	William C. Smith	Senior Engineer
9 Pond View Drive		9 Vanderbilt Road	
Pasquale J. Moscariello	Machinist	Eileen C. Sutcliffe	Executive Clerk
257 Parker Street		23 Meeting House Road	
Ronald L. Pickering	Engineer	Cleone D. Van Winkle	At Home
243 Main Street		5 Putter Drive	
Judith L. Ross	Teacher's Aide		
66 School Street			
Donald M. Starr	Vice-President	Wilfred E. Brown	Electrical Engineer
253 High Street		15 Marian Road	
Ellis G. Stutman	Engineer	Gerald F. Dearborn	Sr. Environmental Engineer
82 High Street		1 Duggan Road	
William A. Walde	Software Engineer	Lois E. Daskocil	Secretary
28 Tuttle Drive		13 Algonquin Road	
Arleon S. Waldron	Housewife	Mary Ellen Tighe	Housewife
230 High Street		16 Olde Latern Road	
Constance B. Weare	Bookkeeper	Elizabeth H. Tolman	Secretary-Clerk
6 Hatch Road		77 Willow Street	
Norman E. Weare	Program Manager	Joyce H. Woodhead	Secretary
6 Hatch Road		201 Central Street	
Joyce R. Weissman	Housewife	Mary Yelverton	Housewife
19 Olde Surrey Drive		7 Patrick Henry Circle	
George Anestis	Industrial Land Clearing	Katherine F. Arnold	Homemaker
342 Massachusetts Avenue		157 Willow Street	
Steven R. Brueck	Scientist	William H. Arnold	Financial Clerk
5 Hemlock Lane		157 Willow Street	
Lorraine O. Condon	Housewife	Charles Auchterlonie	Manager
2 Martin Street		26 Agawam Road	
Peter P. Conroy	Research Psychologist/Engineer	Mary F. Autio	Housewife
106 Hosmer Street		5 Joseph Reed Lane	
Juanita L. Delzell	Homeaker	Karey D. Brown	Home
12 Carlton Drive		12 Marian Road	
Dorothy M. Dionne	Housewife	Lorraine E. Cacciapaglia	Home
17 Prospect Street		16 Cherokee Road	
Denis J. Downing	Research Chemist	Elizabeth J. Cameron	Secretary
2 Olde Surrey Drive		5 Winter Street	
Stanley P. Garmon	Districution Dispatcher	Mary-Louise Chapski	Housewife
4 Russell Road		57 Windsor Avenue	
Gari T. Gatwood	Safety Engineer	Edwin J. Costa	General Sales Manager
6 Pinewood Road		17 Juniper Ridge Road	
Jeannine C. Hansen	Staff Accountant	Dominic G. DeSimio	V.P. Sales
76 Alcott Street		11 Capt. Brown's Lane	
Gerda Imke	Insurance Secretary	John F. Doyle	Program Manager
17 Oakwood Road		26 Joseph Reed Lane	
William E. Jastromb	Accounts Salesman	Kathryn S. Esser	Secretary
298 High Street		29 Black Horse Drive	
Edward N. Jensen	Engineering Specialist	James R. Gilbert	Unemployed
35 Robbins Street		14 Joseph Reed Lane	
Johannes E. Klinkmueller	Manager of Planning	M. Evelyn Kalms	Housewife
20 Brucewood Road		2 Sioux Street	
Calvin L. MacAusland	Unemployed	Leo C. Kaye	Electrical Engineer
8 Fairway Road		22 Capt. Brown's Lane	
Richard A. Munro	Airline Mechanic	Robert H. Kelsey	Staff Physicist
62 Maple Street		8 Ticonderoga Road	
J. Elaine Redmond	Records Clerk	James V. Kerrigan	Truck Driver & Laborer
208 Parker Street		8 Huron Road	

## PRECINCT 3

Lydia R. Lesure 16 Mohegan Road	Housewife	Betty E. Jackson 4 Haynes Court	Personnel Manager
Robert S. Mallard 3 Seneca Road	Self-employed Salesman	Molly J. Johnston 11 Tuttle Drive	Bookkeeper
Annemarie Natlacen-Malec 32 Paul Revere Road	Realtor	Stephen J. Kaduboski 8 Juniper Ridge Road	Financial Manager
George E. Neagle 66 Summer Street	Design Manager	Rudolph J. LaPorte 13 Deacon Hunt Drive	President
Gerald A. Nordstrom 175 Arlington Street	Electrical Engineer	Lois Jean Lazure 8 Notre Dame Road	Housewife
William L. O'Connell 336 Arlington Street	Retired	Patricia E. Mahoney 29 Duggan Road	Bank Teller
Gladys F. Peterson 49 Windsor Avenue	Housewife	William J. Mustoe 33 Kinsley Road	Electronic Technician
Teresa M. Quattrochi 115 Prospect Street	Stockkeeper	Harvey H. Roscoe 6 Cherry Ridge Road	Engineer
Raymond H. Salminen 46 Quaboag Road	Area Manager		
David E. Thom 3 Tuttle Drive	Tax Auditor		
Dorothy E. Wattu 63 Willow Street	At Home		
June D. Wiggs 17 Duggan Road	Housewife		
George J. Agule, Jr. 16 Capt. Brown's Lane	Asst. Dept. Manager		
Winifred M. Anderson 9 Lillian Road	Housewife		
Charles J. Beanland 17 Deacon Hunt Drive	Engineer		
Rene A Beaudoin 525 Massachusetts Avenue	Plumbing & Heating Contractor		
Janet A. Bubier 23 Seneca Road	Housewife		
Henry J. Downes, Jr. 8 Powder Horn Lane	Sales Manager		
Mario A. Ellero 7 Mallard Road	Asst. Investment Officer		
John J. Falvey 23 Black Horse Drive	Section Head		
John L. Fanton 42 Ethan Allen Drive	Product Manager		
David R. Fernald 50 Quaboag Road	Marketing Manager		
Jane E. Franz 17 Olde Lantern Road	Housewife		
Robert L. Fronk 8 Wachusett Drive	Chairman, Datatrol, Inc.		
Dennis Gooding 6 Joseph Reed Lane	President and Chief Engineer		
Jennora R. Grieman 5 Mead Terrace	Homemaker		
Marjorie W. Haller 4 Duggan Road	Assoc. Manufacturing Engineer		
Deborah R. Howe 11 Mohawk Drive	Legal Secretary		
Paul R. Hryniewicz 171 Newton Road	Construction		

## DOG LICENSES

All dog licenses expire March 31, 1978. Dogs must be licensed on or before April 1st or the owners or keepers thereof are liable to a fine. The Law applies to all dogs three months old or over, regardless of time of year ownership is acquired. No tax bills are sent to owners of dogs.

### Report of Dog Licenses Issued Through November 30, 1977

1013 Licenses	at \$ 3.00	\$3,039.00
80 Licenses	at 6.00	480.00
14 Licenses	at 10.00	140.00
5 Licenses	at 25.00	125.00
2 Licenses	at 50.00	100.00
26 Duplicate Tags	at .25	6.50
5 Transfer Licenses	at .25	1.25
		<hr/>
		\$3,891.75





# Town Meeting





## ABSTRACT OF THE PROCEEDINGS OF THE SPECIAL TOWN MEETING FEBRUARY 28, 1977

Moderator called the meeting to order at 7:30 P.M.

### Article 1: School Zone

Voted unanimously: To appropriate \$4,000.00 for establishing an official school zone on Hayward Road at the location of the Acton-Boxborough Regional High School, said appropriation to be raised by a transfer of \$2,000.00 from the appropriation under article 17 of the 1975 Annual Town Meeting warrant and by appropriating \$2,000.00 from available funds.

### Article 2: Unpaid Bills

Voted unanimously: To appropriate \$2,080.12 from available funds for paying the following unpaid bills from the 1976 fiscal year:

Classic Publications	\$ 20.12
Wiring Inspector	2,060.00

### Article 3: Regional School District

To see whether the Town will vote to accept an amendment to the Agreement for the Regional School District for the Towns of Acton and Boxborough initiated and proposed by vote of the Acton-Boxborough Regional School District Committee adopted on January 13, 1977, and entitled "Amendment Number Five to the Agreement for a Regional School District for the Towns of Acton and Boxborough".

Section to be Changed	Present Agreement	Proposed Agreement
1B Election of School Committee	Election to Local School Committee constitutes election to Regional Committee.	Present members of Regional Committee serve until expiration of term. Election at Annual Town Meetings to Regional Committee starting in 1978 (2 in Acton annually, 1 in Boxborough annually).
1E Selection of Officers	Original Committee to select officers and determine terms and duties within 5 days of appointment of members. General direction to Committee to determine term and duties of officers, to appoint other officers and to make provision for an annual meeting.	Provisions relating to original Committee selects officers (Chairman and Vice Chairman) and determines term and duties at first regular meeting of Committee following election at town meeting (present officers continue until such time). Committee to appoint Treasurer and Secretary (need not be members) and other officers and define duties and terms of office.
1F Filling Vacancies	Old Section 1F changed to 1G	Appointment by Selectmen of town in which vacancy occurred and remaining members from such town, acting jointly. Must be resident of such town and serve just until next election.
1G (formerly 1F) Building Committee	Shall appoint members to original school building committee from Acton High School Building Committee, plus one Boxborough member in an advisory capacity.	May appoint a Building Committee from residents in District in an advisory capacity.
2A Type of District	Grades 7 through 12	Kindergarten through Grade 12
3B Outside Residents Attendance	Residents outside the District may attend the Regional School if pay tuition.	Same except now applies to any Regional School.

**Section to be Changed**

3D

Pupil Assignment Grades K-6

**Present Agreement**

No Section 3D.

**Proposed Agreement**

Pupils in District in Grades K-6 attend schools in our town except for special needs child when desirable; upon parent request (as long as it does not adversely affect class sizes and if parent will pay extra transportation costs) upon recommendation of Superintendent and vote of 7 of 9 Committee members (in order to maintain sound educational program and reasonable class sizes for the best economic advantage to member towns).

District School to be located in District. New K-6 schools primarily for students in a particular town to be located in such town.

Local elementary school buildings to be leased by respective towns to Regional District for twenty years renewable at option of Committee.

Apportionment is same for payment of outstanding bonds but apportionment of other construction costs to be based on Pupil Enrollment Ratio as of preceding October 1st.

Minor wording changes but operating costs still apportioned annual based on pupil enrollment ratios between towns as of preceding October 1st.

Ten monthly payments of 10% each for Boxborough and nine monthly payments of 8% each plus one of 20% (in December) for Acton.

Same as Section 6 in Old Agreement.

Towns will have separate bids and contracts on arrangements for transportation.

Same as Section 6B in Old Agreement. Thirty days prior to time operating budget is adopted will determine tentative budget itemized in detail, send copies to Finance Committees within 20 days of final budget adoption and adopt final budget by 2/3 vote not later than 45 days prior to annual town meeting.

Teachers who have tenure or service in Acton or Boxborough Schools will continue with same tenure or service in Regional Schools.

4A

Location of Schools Buildings

District School to be located in Acton.

4B

Lease of Local School Buildings

No Section 4B

5D

Apportionment of Construction Costs

Construction costs apportioned: 95% Acton, 5% Boxborough.

5E

Operating Costs Apportionment

Operating costs apportioned annually based on pupil enrollment ratios between towns as of preceding October 1st.

5F

Payment Dates

Four equal installment payments, except six installments in '73-'74.

6A

Transportation Costs

Net cost of transportation for each town separately determined by each town.

6B

Transportation Contracts

No Section 6B

11A

Annual Budget (Subsection A of present Agreement is struck out in proposed Agreement. Subsection B of present Agreement essentially becomes Subsection A of proposed Agreement)

Within 60 days after original Committee is organized budget is submitted to Selectmen and Finance Committee and adopted 21 days after proposed budget is submitted.

14

Employment of Teachers and Extension of Tenure (Not in present Agreement)

No Section 14



or take any other action relative thereto.

Motion: That Amendment Number Five to the Agreement for a Regional School District for the Towns of Acton and Boxborough, as initiated by vote of the Acton - Boxborough Regional School District Committee adopted on January 13, 1977, be accepted.

Total Vote - 257. Yes - 142 No - 115.

Voted: To adjourn at 10:20 P.M.

The following persons served as tellers at the above meeting: Regina Poppert, Theron Lowden, Jack Batchelder, Marion Maxwell, Benjamin Richter, Robert Puffer, Kathleen Cataldo, Richard Phillips, Beatrice Perkins, Janet Richter, Betty Youse.

A true copy. Attest:  
Charles M. MacRae  
Town Clerk





## ABSTRACT OF THE PROCEEDINGS OF THE ANNUAL TOWN MEETING APRIL 11, 1977 AND ADJOURNED SESSIONS APRIL 12, 14, 27 and MAY 2, 1977

Moderator called the meeting to order at 7:30 P.M.

### Article 1.: Officers

To choose all necessary Town Officers and Committees and fix the salaries and compensation of all the elective officers of the town.

Voted unanimously: To elect

Hazel P. Vose Trustee of the Elizabeth White Fund for three years.

Frederick A. Harris Trustee of the West Acton Firemen's Relief Fund for three years.

T. Frederick S. Kennedy Trustee of the Acton Firemen's Relief Fund for three years.

Nancy Anne Gilberti Trustee of the Charlotte L. Goodnow Fund for one year to fill vacancy.

James N. Gates Trustee of the Charlotte L. Goodnow Fund for three years.

Betty L. Boothby Trustee of the Citizens Library Association of West Acton for three years.

Voted: to fix the compensation for elected officers as follows:

Moderator:	\$20.00 per each night per meeting	
Board of Selectmen	Chairman .....	\$750.00
	Clerk .....	650.00
	Member .....	650.00

### Article 2.: Reports

Voted: To accept the several reports of the Town Officers and Boards as printed in the Town Report.

### Article 3.: Reports

To hear and act upon the report of any committee chosen at any previous Town Meeting that has not already reported.

Verbal report of progress was presented by the Permanent Building Committee regarding Town Hall space and site needs.

Voted: To accept report.

### Article 4.

Voted: To amend the Personnel Bylaw by deleting section 8, subsection (d), and substitute therefor:

"(d) Vacation leave of four weeks with full pay shall be granted to any such employee who as of December 31, will have been employed by the Town for twelve years or more."

and Schedules A, B, B-1, C, D, E, F and G of the Personnel Bylaw be deleted in their entirety and substitute therefor the following new schedules:



## SCHEDULE A

ALPHABETICAL LIST OF POSITION CLASSES AND ALLOCATION TO SCHEDULE  
AND COMPENSATION GRADE OR DESIGNATED RATE OR RANGE

<u>Class</u>	<u>Title</u>	<u>Schedule</u>	<u>Grade</u>
Accounting Clerk		B	S-6
Administrative Assistant		B-1	E-5
Assessor, Board Chairman		F	
Assessor, Board Member		F	
Assistant Assessor		B-1	E-10
Assistant to Conservation Commission (p.t.)		B	S-11
Assistant Library Director		B-1	E-2
Assistant Town Engineer		B-1	E-9
Board of Health Chairman		F	
Board of Health Member		F	
Building Commissioner		B-1	E-12
Chief (Fire)		D	F-4
Chief (Police)		C	P-4
Children's Librarian		B-1	E-1
Custodian		E	W-1
Deputy Building Inspector (p.t.)		F	
Deputy Chief (Fire) (Call) (p.t.)		F	
Deputy Elections Clerk(p.t.)		F	
Deputy Inspector (Elections) p.t.		F	
Deputy Warden (Elections) (p.t.)		F	
Director of Public Health		B-1	E-9
Disposal Area Operator		E	W-4
Dog Officer		E	W-2
Elections Clerk (p.t.)		F	
Engineering Assistant		B	S-11
Executive Clerk		B	S-9
Fire Alarm Maintenance Man (p.t.)		F	
Fire Alarm Operator		D	F-1
Fire Alarm Superintendent (p.t.)		F	
Fire Captain		D	F-3
Fire Fighter		D	F-1*
Fire Fighter		D	F-1*
Fire Fighter (Call) (p.t.)		F	
Fire Lieutenant		D	F-2
Fire Lieutenant (Call) (p.t.)		F	
Heavy Motor Equipment Operator		E	W-4
Inspector of Animals (p.t.)		E	W-2
Inspector (Elections) (p.t.)		F	
Inspector of Wires (p.t.)		B	S-13
Junior Clerk		B	S-1
Laborer		E&F	W-1
Librarian (West Acton) (p.t.)		B	S-9
Library Assistant (Jr.)		B	S-1
Library Assistant (Principal)		B	S-7
Library Assistant (Sr.)		B	S-3
Library Cataloger		B-1	E-1
Library Director		B-1	E-7
Library Page (p.t.)		F	
Life Guard		F	
Local Inspector		B-1	E-6
Maintenance Man (Cemeteries)		E	W-3
Maintenance Man (Highways)		E	W-3
Motor Equipment Operator		E	W-3

<u>Class</u>	<u>Title</u>	<u>Schedule</u>	<u>Grade</u>
Motor Equipment Repairman		E	W-7*****
Motor Equipment Maintenance Man		E	W-4
Park Laborer		F	
Patrolman		C	P-1***
Patrolman (Special) (p.t.)		C	P-1
Planning Board Assistant		B-1	E-3
Playground Director		F	
Playground Manager		F	
Playground Trainee		F	
Plumbing Inspector (p.t.)		F	
Police Lieutenant		C	P-3****
Police Matron (p.t.)		F	
Police Sergeant		C	P-2****
Principal Clerk		B	S-6
Recreation Director		B-1	E-7
Recreation Leader		F	
Recreational Monitor		F	
Recreational Specialist		F	
Recreational Supervisor		F	
Reference Librarian		B-1	E-1
Registrar of Voters (p.t.)		F	
Rodman		B	S-7
Sanitarian		B-1	E-3
School Crossing Guard (p.t.)		F	
Sealer of Weights and Measures (p.t.)		B	S-9
Semi-Skilled Laborer		E	W-2
Senior Clerk		B	S-3
Staff Nurse		B-1	E-3
Superintendent (Cemeteries)		B-1	E-5
Superintendent (Highways)		B-1	E-9**
Superintendent of Insect and Pest Control		E	W-7
Tennis Supervisor (Seasonal)		F	
Teller (p.t.)		F	
Town Accountant		B-1	E-9
Town Clerk		B-1	E-5
Town Engineer		B-1	E-13
Town Manager		G	
Town Treasurer & Town Collector		B-1	E-8
Tree Climber		E	W-5
Tree Warden		E	W-7
Veterans' Agent & Director of Veterans' Services (p.t.)		B	S-12
Warden (Elections) (p.t.)		F	
Working Foreman (Cemeteries)		E	W-6
Working Foreman (Highways)		E	W-6

\* Additional \$7.00 per week when assigned to and performing duties relating to the maintenance of fire apparatus.

\*\* An additional \$125.00 per month during the months of December, January, February and March.

\*\*\* Additional \$50.00 per month when assigned to and performing the duties of official police photographer, or prosecuting officer.

\*\*\*\* Additional \$50.00 per month when assigned to and performing the duties of prosecuting officer.

\*\*\*\*\* 15¢ additional for Lead Mechanic.



SCHEDULE B  
GENERAL WEEKLY SALARY SCHEDULE  
ANNUAL RATES COMPUTED BY MULTIPLYING WEEKLY RATE X 52

		MINIMUM	INTERMEDIATE STEPS				MAXIMUM
		A	B	C	D	E	
S-1	W	126.19	131.46	136.71	141.97	148.98	
	A	6561.88	6835.92	7108.92	7382.44	7746.96	
S-2	W	131.46	136.71	141.97	148.98	156.00	
	A	6835.92	7108.92	7382.44	7746.96	8112.00	
S-3	W	136.71	141.97	148.98	156.00	163.01	
	A	7108.92	7382.44	7746.96	8112.00	8476.52	
S-4	W	141.97	148.98	156.00	163.01	170.03	
	A	7382.44	7746.96	8112.00	8476.52	8841.56	
S-5	W	148.98	156.00	163.01	170.03	177.04	
	A	7746.96	8112.00	8476.52	8841.56	9206.08	
S-6	W	156.00	163.01	170.03	177.04	184.07	
	A	8112.00	8476.52	8841.56	9206.08	9571.64	
S-7	W	163.01	170.03	177.04	184.07	192.82	
	A	8476.52	8841.56	9206.08	9571.64	10026.64	
S-8	W	170.03	177.04	184.07	192.82	201.56	
	A	8841.56	9206.08	9571.64	10026.64	10481.12	
S-9	W	177.04	184.07	192.82	201.56	210.32	
	A	9206.08	9571.64	10026.64	10481.12	10936.64	
S-10	W	184.07	192.82	201.56	210.32	220.86	
	A	9571.64	10026.64	10481.12	10936.64	11,484.72	
S-11	W	192.82	201.56	210.32	220.86	231.38	
	A	10026.64	10481.12	10936.64	11484.72	12031.76	
S-12	W	201.56	210.32	220.86	231.38	243.66	
	A	10481.12	10936.64	11484.72	12031.76	12670.32	
S-13	W	210.32	220.86	231.38	243.66	255.92	
	A	10936.64	11484.72	12031.76	12670.32	13307.84	

SCHEDULE B-1  
TECHNICAL AND ADMINISTRATIVE WEEKLY SALARY SCHEDULE  
(ANNUAL RATES COMPUTED BY MULTIPLYING WEEKLY RATES X 52)

		A	B	C	D	E
E-1	LW	192.82	201.56	210.32	220.86	231.28
	A	10026.64	10481.12	10936.64	11484.72	12031.76
E-2	W	201.56	210.32	220.86	231.38	243.66
	A	10481.12	10936.64	11484.72	12031.76	12670.32
E-3	W	210.32	220.86	231.38	243.66	255.92
	A	10936.64	11484.72	12031.76	12670.32	13307.84
E-4	W	220.86	231.38	243.66	255.92	268.19
	A	11484.72	12031.76	12670.32	13307.84	13945.88
E-5	W	231.38	243.66	255.92	268.19	282.21
	A	12031.76	12670.32	13307.84	13945.88	14674.92
E-6	W	243.66	255.92	268.19	282.21	297.99
	A	12670.32	13307.84	13945.88	14674.92	15495.48
E-7	W	255.92	268.19	282.21	297.99	315.50
	A	13307.84	13945.88	14674.92	15495.48	16406.00
E-8	W	268.19	282.21	297.99	315.50	333.03
	A	13945.88	14674.92	15495.48	16406.00	17317.56
E-9	W	282.21	297.99	315.50	333.03	352.32
	A	14674.92	15495.48	16406.00	17317.56	18320.64
E-10	W	297.99	315.50	333.03	352.32	373.36
	A	15495.48	16406.00	17317.56	18320.64	19414.72
E-11	W	315.50	333.03	352.32	373.36	397.90
	A	16406.00	17317.56	18320.64	19414.72	20690.80
E-12	W	333.03	352.32	373.36	397.90	422.43
	A	17317.56	18320.64	19414.72	20690.80	21966.36
E-13	W	352.32	373.36	397.90	422.43	446.98
	A	18320.64	19414.72	20690.80	21966.36	23242.96

SCHEDULE C  
POLICE ANNUAL SALARY SCHEDULE

(THE TOWN AND THE POLICE DEPARTMENT ARE STILL INVOLVED IN  
THE COLLECTIVE BARGAINING PROCESS AT THIS TIME.)

SCHEDULE D  
FIRE ANNUAL SALARY SCHEDULE

WEEKLY RATE COMPUTED BY DIVIDING ANNUAL RATE BY 52

		<u>7/1/77</u>	<u>1/1/78</u>	<u>7/1/77</u>	<u>1/1/78</u>	<u>7/1/77</u>	<u>1/1/78</u>
F-1	W	224.58	231.32	235.72	242.79	248.89	256.36
	A	11678.16	12038.64	12257.44	12625.08	12942.28	13330.72
F-2	W	248.68	256.14	259.84	267.64	270.10	278.20
	A	12931.36	13319.28	13511.68	13917.28	14045.20	14466.40
F-3	W	271.36	279.50	284.38	292.91	301.17	310.20
	A	14110.72	14534.00	14787.76	15231.32	15660.84	16130.40
F-4	W					469.17	471.15
	A					24396.84	24500.00

	<u>7/1/78</u>
A	240.57
B	252.50
C	266.61
	12509.64
	13130.00
	13863.72
	266.39
	278.35
	289.33
	13852.28
	14474.20
	15045.16
	290.68
	304.63
	322.61
	15115.36
	15840.76
	16775.72

SCHEDULE E  
HOURLY WAGE SCHEDULE

(WEEKLY RATES COMPUTED BY MULTIPLYING HOURLY RATES BY 40;  
ANNUAL RATES COMPUTED BY MULTIPLYING HOURLY RATES BY 2080)

		A	B	C
W-1	H	4.37	4.59	4.82
	W	174.80	183.60	192.80
	A	9089.60	9547.20	10025.60
W-2	H	4.59	4.82	5.06
	W	183.60	192.80	202.40
	A	9547.20	10025.60	10524.80
W-3	H	4.82	5.06	5.31
	W	192.80	202.40	212.40
	A	10025.60	10524.80	11044.80
W-4	H	5.06	5.31	5.54
	W	202.40	212.40	221.60
	A	10524.80	11044.80	11523.20
W-5	H	5.31	5.54	5.79
	W	212.40	221.60	231.60
	A	11044.80	11523.20	12043.20
W-6	H	5.54	5.79	6.04
	W	221.60	231.60	241.60
	A	11523.20	12043.20	12563.20
W-7	H	5.79	6.04	6.34
	W	231.60	241.60	253.60
	A	12043.20	12563.20	13187.20



## SCHEDULE F

	Per Hour		
Assessor, Board Chairman	600.00*	Playground Trainee	1.87
Assessor, Board Member	500.00*	Plumbing Inspector	Fee Basis
Board of Health, Chairman	150.00*	Police Matron	4.38
Board of Health, Member	100.00*	Pool Manager Step A	5.02
Deputy Building Inspector (p.t.)	Fee Basis	B	5.27
Deputy Chief (Fire) Call	5.67	C	5.52
Deputy Elections Clerk (p.t.)	3.93	Recreation Leader - Step A	2.35
Deputy Inspector (Elections)	3.59	B	2.50
Deputy Warden (Elections)	3.93	C	2.64
Elections Clerk	3.93	D	2.82
Fire Alarm Maintenance Man (p.t.)	4.95	E	3.00
Fire Alarm Superintendent	6.63	Recreation Monitor	2.71
Fire Fighter (Call) - Step A	4.69	Recreation Specialist - Step A	2.98
B	4.91	B	3.15
C	5.11	C	3.30
Fire Lieutenant (Call)	5.37	D	3.48
Inspector (Elections) (p.t.)	3.59	E	3.68
Laborer - Step A	2.75	Recreation Supervisor - Step A	3.85
B	3.00	B	4.01
C	3.25	C	4.20
D	3.50	D	4.36
E	3.75	E	4.55
Library Page - Step A	2.41	Registrar of Voters	3.92
B	2.52	School Cross Guard - Step A	2.87
C	2.63	B	3.20
Lifeguard	2.98	C	3.49
Park Laborer - Step A	2.41	Teller	3.59
B	2.52	Warden (Elections)	3.77
C	2.63		
Playground Director - Step A	2.98	* Annual Rates	
B	3.13		
C	3.30		
D	3.48		
E	3.68		

SCHEDULE G - ADMINISTRATION ANNUAL  
SALARY DETERMINATION

## POSITION

Town Manager:

All step rates determined by the Board of Selectmen subject to the appropriation of necessary funds not to exceed \$27,500.00.

Voted: To adjourn at 11:00 P.M. on completion of section under discussion until 7:30 P.M., April 12 at this same place.

**Article 5: Personnel Bylaw**

Voted: That Schedule A of the Personnel By-law be amended by making the following classification changes:

Planning Assistant to Planning Administrator	E-3 to E-5
Engineering Assistants	S-11 to E-3
Town Accountant	E-9 to E-10
Working Foreman (Highway)	W-6 to W-7
New Position - Circulation Librarian	S-7

**Article 6: Federal Anti-Recession Fund**

Voted: To appropriate \$27,720.64 received under the Pubic Works Employment Act of 1976, Title II, for the payment of Highway Department Salaries, Line Item #67 in the General Budget and that the Town authorize the Selectmen to expend any additional funds received under said statute in their discretion for gasoline and diesel fuel, for snow and ice removal and for snow removal overtime.

**Article 7: Budget**

Discussed some Budget Items.

Adjourned at 11:15 P.M.

**Tuesday, April 12, 1977.**

Moderator called the meeting to order 7:35 P.M.

Motion: To reconsider Article 4.

Voted unanimously: Not to reconsider Article 4.

**Article 7: Budget**

Discussed some Budget Items.

At 8:28 P.M. Voted: To adjourn to take up Special Town Meeting at 8:30 P.M.

**Article 7: Budget**

To see what sums of money the Town will raise and appropriate, or appropriate from available funds, to defray the necessary expenses of the several departments, officers, and boards of the Town, exclusive of the necessary expenses relative to schools.

Voted: That the following budget schedule for the period from July 1, 1977, to June 30, 1978, be raised and appropriated in its entirety except that \$5,538.75 be appropriated from the Library Receipts reserved for appropriation for Library use, \$2,226.35 be appropriated from receipts from the County Dog Fund reserved for appropriation for Library use, \$41,843.00 be appropriated from available State Highway Funds for Highway Department use and \$250,000.00 be appropriated from Federal Revenue Sharing Receipts for Police Department use:

GENERAL GOVERNMENT

Moderator:		Elections & Registrations:	
1. Salary	\$ 200.00	23. Salaries	9,660.00
2. Expenses	20.00	24. Expenses	9,225.00
Finance Committee:		Planning Board:	
3. Expenses	150.00	25. Salaries	13,902.00
Selectmen:		26. Expenses	5,895.00
4. Salaries	40,294.00	Personnel Board:	
5. Expenses	24,570.00	27. Expenses	100.00
6. Capital Outlay	3,500.00	Board of Appeals:	
7. Legal Services	31,000.00	28. Expenses	300.00
8. Legal Services		Conservation Commission:	
Expenses	1,000.00	29. Salaries	5,378.00
9. Appraisals & Surveys	1,000.00	30. Expenses	1,140.00
10. Out-of-State Travel		Archives Committee:	
(All Depts.)	1,500.00	31. Expenses	145.00
Town Office Clerical Staff:		Public Ceremonies & Celebrations:	
11. Salaries	164,346.00	32. Expenses	2,615.00
Engineering Department:		Buildings & Grounds Maintenance:	
12. Salaries	76,451.00	33. Salaries	22,473.00
13. Expenses	5,100.00	34. Utilities	53,000.00
14. Capital Outlay		35. Expenses	17,690.00
Town Accountant:		36. Capital Outlay	12,000.00
15. Salary	19,415.00	Town Report Committee:	
16. Expenses	13,732.00	37. Expenses	7,000.00
Town Treasurer:		Youth Commission:	
17. Salary	17,318.00	38. CODE	8,000.00
18. Expenses	9,500.00	39. Expenses	8,500.00
Town Assessors:		Historical Commission:	
19. Salary	22,016.00	40. Expenses	200.00
20. Expenses	8,975.00	Council on Aging:	
Town Clerk:		41. Expenses	8,597.00
21. Salary	7,339.00	TOTAL GENERAL GOVERNMENT	\$ 634,211.00
22. Expenses	965.00		



PROTECTION OF PERSONS AND PROPERTY

Police Department:	
42. Regular Salaries	\$352,873.00
43. Other Salaries	120,880.00
44. Expenses	25,285.00
45. Capital Outlay	2,670.00
Fire Department:	
46. Regular Salaries	476,723.00
47. Other Salaries	155,520.00
48. Expenses	34,520.00
49. Capital Outlay	1,026.00
Sealer of Weights & Measures:	
50. Salary	600.00
51. Expenses	120.00
Insect Pest Control:	
52. Wages	6,199.00
53. Expenses	5,385.00
Town Forest Committee:	
54. Expenses	100.00
Tree Department:	
55. Wages	8,642.00
56. Expenses	7,710.00
Inspector of Wires:	
57. Expenses	4,000.00
Inspector of Gas, Piping & Appliances:	
58. Expenses	3,000.00
Building Inspector:	
59. Salaries	36,461.00
60. Expenses	2,700.00
Dog Officer:	
61. Wages	\$ 1,200.00
62. Expenses	700.00
Building Committee:	
63. Expenses	75.00
Civil Defense:	
64. Expenses	2,500.00
Town Utilities:	
65. Hydrant Rental	38,415.00
66. Street Lighting	53,000.00
TOTAL PROTECTION OF PERSONS AND PROPERTY	\$1,340,304.00

HIGHWAYS

Highway Department:	
67. Salaries & Wages	\$ 187,738.00
68. Overtime for Snow	25,000.00
69. General Expenses	68,200.00
70. Drainage	25,000.00
71. Snow & Ice Removal	70,000.00
72. Machinery Expenses	54,500.00
73. Gasoline & Diesel Fuel	57,805.00
74. Secondary Roads Maintenance	60,238.00
75. Primary Roads Maintenance	39,762.00
76. Capital Outlay	2,100.00
TOTAL HIGHWAYS	\$ 590,343.00

HEALTH AND SANITATION

Board of Health:	
77. Salaries	\$ 60,224.00
78. Expenses	41,309.00
79. Garbage Collection	34,992.00
Inspector of Animals:	
80. Wages	200.00
81. Expenses	70.00
Plumbing Inspector:	
82. Expenses	2,500.00
TOTAL HEALTH AND SANITATION	\$ 139,295.00

CEMETERIES

Cemeteries:	
83. Salaries & Wages	\$ 59,867.00
84. Expenses	15,665.00
85. Capital Outlay	695.00
TOTAL CEMETERIES	\$ 76,227.00

RECREATION

Recreation Department:	
86. Salaries & Wages	\$ 67,791.00
87. Expenses	33,030.00
88. Capital Outlay	-
TOTAL RECREATION	\$ 100,821.00

VETERANS' AID

Veterans' Services:	
89. Salary	\$ 6,336.00
90. Expenses	275.00
91. Aid	30,000.00
TOTAL VETERANS' AID	\$ 36,611.00

PENSIONS

Pension Fund:	
92. Pensions	\$ 187,472.00
TOTAL PENSIONS	\$ 187,472.00

INSURANCE

Insurance:	
93. Group Health	\$ 232,014.00
94. Other Insurance	70,000.00
95. Insurance Advisor	1,500.00
TOTAL INSURANCE	\$ 303,514.00

MATURING DEBT AND INTEREST  
TOWN GOVERNMENT

Highway Department Building:	
96. Maturing Debt	\$ 30,000.00
97. Interest	2,565.00
Highway Department Equipment:	
98. Maturing Debt	65,000.00
99. Interest	4,070.00
Conservation Commission:	
100. Maturing Debt	85,600.00
101. Interest	13,008.00
Sanitary Landfill:	
102. Maturing Debt	32,400.00
103. Interest	4,860.00
Railroad Land:	
104. Maturing Debt	-
105. Interest	-
Anticipation of Revenue Notes:	
106. Interest	<u>10,000.00</u>
TOTAL MATURING DEBT AND INTEREST - TOWN GOVERNMENT	\$ 247,503.00

**Article 8: School Budget**

To see what sums of money the Town will raise and appropriate, from appropriate from available funds, to defray the necessary expenses of the local and regional schools.

Voted: That the following budget schedule for local and regional schools, for the period July 1, 1977, to June 30, 1978, be raised and appropriated:

LOCAL SCHOOLS

Local Schools:	
115. Operating Expenses	\$3,711,034.00
116. Blanchard Auditorium	<u>41,443.00</u>
TOTAL LOCAL SCHOOLS	\$3,752,477.00

MATURING DEBT AND INTEREST - LOCAL SCHOOLS

McCarthy-Towne School:	
117. Note Interest	\$ 90,000.00
118. Interest	29,610.00
Merriam School:	
119. Maturing Debt	40,000.00
120. Interest	720.00
Douglas School:	
121. Maturing Debt	35,000.00
122. Interest	10,413.00
Gates School:	
123. Maturing Debt	55,000.00
124. Interest	23,678.00
Conant School:	
125. Maturing Debt	80,000.00
126. Interest	61,560.00
Teacher's Summer Pay:	
127. Maturing Debt	-
128. Interest	-
TOTAL MATURING DEBT AND INTEREST LOCAL SCHOOLS	\$ 425,981.00

LIBRARIES

Memorial Library:	
107. Salaries	\$ 122,741.00
108. Expenses	24,927.00
109. Books	31,500.00
110. Capital Outlay	485.00
West Acton Library:	
111. Salaries	7,800.00
112. Expenses	<u>2,695.00</u>
	\$ 190,148.00

MATURING DEBT AND INTEREST - LIBRARIES

Maturing Debt & Interest:	
113. Maturing Debt	\$ -
114. Interest	-
TOTAL MATURING DEBT AND INTEREST - LIBRARIES	\$ -
<b>TOTAL BUDGET - ARTICLE 7</b>	<b>\$3,846,449.00</b>

REGIONAL SCHOOLS

Regional Schools:	
129. Operating Expenses	\$3,710,861.00
130. Maturing Debt & Interest	227,504.00
131. Teachers' Summer Pay	<u>0</u>
TOTAL REGIONAL SCHOOLS	\$3,938,365.00

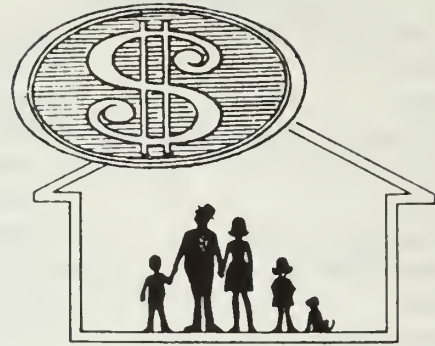
VOCATIONAL SCHOOLS

Minuteman Vocational School:	
132. Operating Expenses	\$ 296,535.00
133. Maturing Debt & Interest	62,695.00
Other Vocational Schools:	
134. Tuition & Transportaion	<u>5,808.00</u>
TOTAL VOCATIONAL SCHOOLS	\$ 365,038.00
TOTAL SCHOOLS	\$8,481,861.00
Total Budget - Article 7	\$ 3,846,449.00
Total Budget - Article 8	<u>8,481,861.00</u>
Total Budgets - Articles 7 & 8	\$12,328,310.00
Appropriated from Library Receipts	\$ 5,538.75
Appropriated from County Dog Fund	2,226.35
Appropriated from State Highway Funds	41,843.00
Federal Revenue Sharing	<u>250,000.00</u>
	\$ 299,608.10
Amount to be Raised and Appropriated	\$12,028,701.90



SPECIAL ARTICLES

Article 13. Pick-Up Truck - Highway	\$ 7,000.00
14. Police Cruisers	20,000.00
18. Minot Avenue - Taylor Road Easement	300.00
22. Town Records	1,000.00
25. Community Education Program	2,136.62
26. Fire Truck	40,000.00
37. Reserve Fund	65,000.00
	<hr/>
	\$ 135,436.62

TRANSFERS

	From:	To:	
Article 6.	Public Works Employment Act of 1976	Budget Line #67	\$ 27,720.64
7.	Library Receipts	Library Use	5,538.75
	County Dog fund	Library Use	2,226.35
	State Highway Funds	Highway Department	41,843.00
	Federal Revenue Sharing	Police Department	250,000.00
32.	Conservation Funds	Land - Main Street & Taylor Road	60,000.00
36.	Free Cash	Budget	350,000.00
			<hr/>
			\$ 737,328.74

BORROW

Article 26.	Fire Truck	\$ 35,000.00
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SUMMARY

Budget (R & A)	\$12,028,701.90
Special Articles (R & A)	135,436.62
Transfers	737,328.74
Borrow	35,000.00
	<hr/>
Grand total	\$12,936,467.26

Voted: To take up Article 19.

**Article 19:**

To see if the Town will transfer from available State Highway Funds under Chapter 825 the sum of \$41,843.00, or any other sum, to be expended by the Town Manager for the replacement of the culvert on Concord Road at Nashoba Brook, including the construction of sidewalks and the installation of guard rail, or take any other action relative thereto.

Voted: To take no action.

**Article 8:**

Discussed School Budget.

Voted: To take up Article 8 after completion of all other articles in the warrant.

Voted: To adjourn at 11:12 P.M. to April 14, 1977, at 7:30 P.M. at this same place.

**Thursday, April 14, 1977.**

Moderator called the meeting to order at 7:30 P.M.

**Article 9:**

Voted: To adopt the following resolution:

Resolution—WHEREAS: State mandated programs which are unfunded by the state represent in most cases continued erosion of home rule;

AND WHEREAS: State mandated programs make little allowance for the individuality of local governments;

AND WHEREAS: Such programs present an increasingly onerous burden on local budgets and on the property tax...

NOW THEREFORE: Be it resolved by the Acton Town Meeting that our elected state representatives and senators be urged to work against the passage of all legislation imposing additional costs on local governments.

**Article 10:**

Voted: To adopt the following resolution:

Resolution—WHEREAS: Uncertainties about the sum of money allocated by the Commonwealth of Massachusetts in the various categories of local aid makes sound financial planning impossible for local officials:

AND WHEREAS: Local aid is in many cases partial state funding of state mandated programs imposed without the consent of local officials;

AND WHEREAS: Local real estate taxes have been impacted to the breaking point by such mandated programs....

NOW THEREFORE: Be it resolved by the Acton Town Meeting that our elected state representatives and senators be urged to support an increase in the amount of local aid funding for fiscal 1978 at least sufficient to cover the increased costs of state mandated programs and inflation.

**Article 11:**

Voted: To adopt the following resolution:

Resolution—WHEREAS: The effect of the trial period of the compulsory arbitration provisions of the municipal collective bargaining law has been to undermine effective collective bargaining;

AND WHEREAS: It has contributed significantly to higher local budgets and increased property taxes by raising the level of all local wage settlements...

NOW THEREFORE: Be it resolved that the Acton Town Meeting hereby voted to convey to our elected state representatives and senators our desire that there be no extension or compulsory and binding arbitration beyond its termination date of June 30, 1977, so that final authority for determining local expenditures be returned to town meeting.

Resolution—Voted unanimously: to adopt the following resolution:

That the Selectmen report, at the next annual meeting, on the action or votes taken by our representatives in the General Court regarding the previous three articles.

**Article 12: Engineering Department Truck**

To see if the Town will raise and appropriate or appropriate from available funds, the sum of \$6,000.00 or any other sum, to be expended by the Town Manager for the purchase and equipping of one new half ton van truck for the Engineering Department and authorize the Town Manager to trade in the present 1964 Dodge van, or take any other action relative thereto.

Voted unanimously: To take no action.

**Article 13: Truck Highway**

Voted: To raise and appropriate \$7,000.00 to be expended by the Town Manager for the purchase and equipping of one new half-ton pick-up truck for the Highway Department and authorize the Town Manager to trade in the present 1972 Dodge pick-up truck.

**Article 14: Police Cruisers**

Voted: To raise and appropriate \$20,000.00 to be expended by the Town Manager for the purchase and equipping of four cruisers for the Police Department and authorize the Town Manager to trade in four of the present cruisers.

**Article 15: Sidewalk Plow**

To see if the Town will raise and appropriate, or appropriate from available funds, the sum of \$10,000.00, or any other sum, to be expended by the the Town Manager for the purchase and equipping of a sidewalk plow for the Highway Department, or take any other action relative thereto.

Voted: To take no action.

**Article 16: Sidewalk Construction**

To see if the Town will raise and appropriate, or appropriate from available funds the sum of \$2,000.00 to be expended by the Town Manager for the construction of sidewalks, or take any other action relative thereto.

Voted to take no action.

**Article 17: Minot Ave. Taylor Rd. Intersection**

To see if the Town will raise and appropriate, or appropriate from available funds, the sum of \$3,000.00 or any other sum, to be expended by the Town Manager for the purpose of reconstruction and safety improvements at the Minot Avenue and Taylor Road intersection, or take any other action relative thereto.

Voted: To take no action.

**Article 18: Minot Ave., Taylor Rd. Easement**

Voted: To accept a perpetual easement for drainage purposes off Brook Street described in a deed from I. George Gould to the Town of Acton dated November 17, 1976, and recorded with the Middlesex South District Registry of Deeds in Book 13101 Page 271.



**Article 21: Library Lighting**

Motion: To raise and appropriate \$8,400.00 to be expended by the Trustees of the Acton Memorial Library for the improvement of the lighting in the library.

Motion lost.

**Article 22: Town Records**

Voted unanimously: To raise and appropriate \$1,000.00 to be expended by the Town Manager for the purpose of microfilming, storage and preservation of Town Records and Documents.

**Article 23: Building Permit Fee Schedule**

Voted: To adopt a schedule of fees for building permits and inspection services as follows:

Building Permit-(based on estimated . . . . .	\$ 3.00 per \$1,000.
construction cost as determined . . . . .	estimated construction
by current national average costs) . . . . .	cost
Building Permit, Minimum Fee . . . . .	\$10.00
Construction started without permit. . . . .	Double scheduled fee
Occupancy inspection per Section 120.3 . . . . .	\$30.00
of State Building Code . . . . .	

**Article 24:**

Motion: To raise and appropriate \$2,400.00 for the purchase of voting booths.

Motion lost.

**Article 25: Community Education**

Voted: To raise and appropriate \$2,136.62 to support the Community Education program.

Voted: That if we have not reached the School Budget by 10:15 P.M. that this meeting be adjourned until Wednesday, April 27 at 7:30 P.M. in this same place.

**Article 26: Fire Truck**

Voted: To appropriate the sum of \$75,000.00 to be expended by the Town Manager for the purchase and equipping of a fire pump truck and to raise said appropriation by including \$40,000.00 in the tax levy and by authorizing the Treasurer, with the approval of the Selectmen, to borrow \$35,000.00 under G.L. c. 44.

Total vote - 213. Yes - 210 No - 3 Needed to carry - 142

**Article 27: Recreational Easement**

Voted unanimously: To accept a perpetual easement for recreational purposes off Knox Trail in Concord Acton Industrial Park, shown on a site plan of land in Acton, Massachusetts, owned by Concord Acton Squash Club, dated July 19, 1976.

**Article 28:**

Motion: To authorize the Board of Selectmen to purchase or take by eminent domain for recreation purposes the two parcels of land described as follows:

Lot 421, containing 21,256 sq. ft., and lot 422, containing 22,315 sq. ft. shown on plan entitled "Definitive plan of Brucewood Estates Section IV; owner and subdivider: Tremarche Realty Trust; dated October 1, 1974, and revised January 15, 1975. Said plan is recorded with the Middlesex South District Registry of Deeds in Book 12773, Page 399, as plan 184 of 1975.

and raise and appropriate \$30,000.00 for said acquisition and for expenses incidental thereto.

Motion lost.

**Article 29:**

Motion: To raise and appropriate \$4,300.00 to construct a small boat dock and parking area on Town owned land adjacent to the Assabet River off High Street.

Motion lost.

Adjourned at 11:10 P.M.

**Wednesday, April 27, 1977.**

Town Clerk called the meeting to order at 7:30 P.M. and conducted election of Temporary Moderator. Donald MacKenzie was elected and sworn in as Temporary Moderator.

**Article 30: Tricentennial Trust**

Voted unanimously: To accept as a gift a trust fund established by Ann Barton, Lynne Salisbury and Connie Thomas for the purpose of celebrating and promoting the Tricentennial Celebration.

**"I HEAR A DRUM" TRICENTENNIAL TRUST**

CONDITIONS-Use of "I HEAR A DRUM" Tricentennial Trust Fund:

1. Funds remain untouched to accrue interest on deposit until April 2074, or the year before beginning of the Tricentennial Celebration.

2. Town shall accept responsibility for administration of Trust. Trustees shall be appointed by Town Moderator.
3. Use of funds is restricted to grants, gifts, and expenses in connection with creative and aesthetic contributions to Acton's Tricentennial Celebration. Funds could be used to commission plays, musical compositions, poems, essays or works of art. A significant proportion of the funds available from this Trust must be used for activities which directly involve Acton Children in the celebration of the Tricentennial Celebration.

### **Article 31: Conservation Land - Main Street**

To see if the Town will authorize the Conservation Commission to purchase or otherwise acquire, and will authorize the Selectmen to take by eminent domain, upon the written request of the Conservation Commission, for conservation purposes, including outdoor recreation, as provided by Section 8C of Chapter 40 of the General Laws, the fee, or any other interest in all or any other part of a parcel of land located at 875-877 Main Street abutting existing Conservation Land, now or formerly owned by Henry Erikson, containing 1 acre more or less, shown as Parcels 42 and 43, Plate C-5 in the Town Atlas; and appropriate a sum of money therefor from the Conservation Fund; and authorize the Conservation Commission to contract for reimbursement from the Commonwealth under G.L. Chapter 132A, Section 11; or take any other action relative thereto.

Voted unanimously: To take no action.

### **Article 32: Conservation Land - Main Street and Taylor Road**

To see if the Town will authorize the Conservation Commission to purchase or otherwise acquire, and will authorize the Selectmen to take by eminent domain, upon written request of the Conservation Commission, for conservation purposes, including outdoor recreation, as provided by Section 8C of Chapter 40 of the General Laws, the fee, or any other interest in all or any part of a parcel of land located at 425 Main Street and the corner of 2 Taylor Road abutting existing Conservation Land, now or formerly owned by Edward F. and Harriet E. Bridges, containing 14.93 acres more or less shown as Parcels 67 and 76 on Plate F3a in the Town Atlas and also shown as Lot B on plan entitled "Plan of Land in Acton, MA. owned by Edward F. and Harriet E. Bridges" by Town of Acton Engineering Department, dated December 1, 1976; and appropriate a sum of money therefor and determine whether the money shall be provided by borrowing or otherwise; and authorize the Conservation Commission to contract for reimbursement from the Commonwealth under G.L. 132A, Section 11; or take any other action relative thereto.

Voted: To authorize the Conservation Commission to purchase or otherwise acquire, and to authorize the Selectmen to take by eminent domain, upon written request of the Conservation Commission, for conservation purposes, including outdoor recreation, the fee, or any other interest, in all or part of a parcel of land located at 425 Main Street and the corner of Taylor Road, abutting existing conservation land, now or formerly owned by Edward F. and Harriet E. Bridges, containing 14.93 acres more or less, shown as Lot B on a plan entitled "Plan of Land in Acton, Mass. owned by Edward F. and Harriet E. Bridges" by the Town of Acton Engineering Department dated December 2, 1976; and approve the expenditure of \$60,000.00 therefor from the conservation fund; and authorize the Conservation Commission to contract for reimbursement from the Federal Government.

Total Vote - 273. Needed to carry - 182. Yes - 205. No - 68.

### **Article 33: Conservation Land - Spring Hill Road**

To see if the Town will authorize the Conservation Commission to purchase or otherwise acquire, and will authorize the Selectmen to take by eminent domain, upon the request of the Conservation Commission, for conservation purposes, including outdoor recreation, as provided in Section 8C of Chapter 40 of the General Laws, the fee or any other interest in all or part of a parcel of land located near Spring Hill Road on the Carlisle line abutting existing Conservation Land, now or formerly owned by Pauline S. Clayton Greene, containing 50± acres more or less as shown on part of Parcel 4, Plate D-6, in the Town Atlas; and appropriate a sum of money therefor and determine whether the money shall be provided by borrowing or otherwise; and authorize the Conservation Commission to contract for reimbursement from the Commonwealth under G.L. chapter 132A, Section 11; or take any other action relative thereto.

Voted unanimously: To take no action.

### **Article 34: Conservation Land - Central Street**

To see if the Town will authorize the Conservation Commission to purchase or otherwise acquire, and will authorize the Selectmen to take by eminent domain, upon the written request of the Conservation Commission, for Conservation purposes, including outdoor recreation, as provided by Section 8C of Chapter 40 of the General Laws, the fee, or any other interest in all or any part of a parcel of land located off Central Street in back of Idylwilde Farm, Inc., now or formerly owned by Louis Flerra, containing 21.4 acres more or less,



shown as Parcel 143, Plate E-2 in the Town Atlas; and appropriate a sum of money therefor from the Conservation Fund; and authorize the Conservation Commission to contract for reimbursement from the Commonwealth under G.L. Chapter 132A, Section 11; or take any other action relative, thereto.

Voted: To take no action.

**Article 35: Tax Anticipation Notes**

Voted unanimously: To authorize the Town Treasurer, with the approval of the Selectmen, to borrow money from time to time in anticipation of the revenue of the financial year beginning July 1, 1977, in accordance with the Provisions of General Laws, Chapter 44, Section 4, and to issue a note or notes therefor, payable within one year, and to renew any note or notes as may be given for a period less than one year in accordance with General Laws, chapter 44, Section 17.

**Article 36: Free Cash Transfer**

Voted: To transfer \$350,000.00 from Free Cash to be used by the Assessors in establishing the tax rate for the fiscal year ending June 30, 1978.

**Article 37: Reserve Fund**

Voted unanimously: To raise and appropriate \$65,000.00 for a reserve fund pursuant to G.L. Chapter 40, Section 6.

**Article 8: School Budget**

Discussed School Budget.

Adjourned at 11:05 P.M.

**Monday, May 2, 1977.**

Moderator called the meeting to order at 7:30 P.M.

**Article 8:**

Continued discussion on School Budget.

Voted as shown in Budget under Article 8.

Voted: To adjourn at 11:25 P.M.

The following persons served as tellers at this meeting:

Richard Phillips, Betty Youse, Theron Lowden, William Maxwell, Marion Maxwell, Robert Puffer, William Smith, Beatrice Perkins, Jean Gerhardt, Kathleen Cataldo, Jack Batchelder, Roger Huebsch, Susan Huebsch, Robert McCluer, Patricia Pierson, Katherine Kinsley, Walter Gates, William Reich, Jean Schmelzer, Regina Poppert, Janet Richter, Paul Poppert, Kenneth Goff, Nollie Srivastava.

A true copy, Attest  
Charles M. MacRae  
Town Clerk



**ABSTRACT OF THE PROCEEDINGS OF THE  
SPECIAL TOWN MEETING APRIL 12, 1977, AND  
ADJOURNED SESSIONS APRIL 13, 25, AND 28, 1977**

**Tuesday, April 12, 1977.**

Moderator called the meeting to order at 8:30 P.M.

Voted: To adjourn this meeting until after the second Special Town Meeting on April 13.

**Wednesday, April 13, 1977**

Moderator called the meeting to order at 8:15 P.M.

**Article 1: Chap. 808**

Voted: To accept the provisions of Chapter 808 of the Acts of 1975, the Zoning Act.

**Article 2: Zoning By-law**

Voted: To adjourn at end of discussion at 11:00 P.M. to Monday, April 25 at 7:30 P.M.

Adjourned at 11:08 P.M. after discussion on this article.

**Monday, April 25, 1977.**

Town Clerk called the meeting to order at 7:30 P.M. and conducted election of Temporary Moderator. Donald MacKenzie was elected and sworn in as Temporary Moderator.

**Article 2:**

Continued discussion

Voted: To adjourn after section under discussion at 11:00 P.M. until 7:30 P.M. Thursday, if meeting not ended.

Adjourned at 11:15 P.M.

**Thursday, April 28, 1977.**

Temporary Moderator called the meeting to order at 7:30 P.M.

**Article 2:**

Voted unanimously: To adopt a revision of the Zoning By-law.

**For full text of new Zoning By-Law see page**

**Article 3: Zoning Map**

Voted unanimously: To amend the Zoning Map by changing certain land between Maple Street and the railroad from a General Industrial District (I-1) to Residence R-2 District, by extending the R-2 District boundary line to the boundary between parcels 36 and 37 on Plate H-2A of the Town Atlas.

**Article 4: Zoning Map**

Voted: To amend the Zoning Map by changing certain land on Central Street bounded southerly by the Village Center Business District boundary line, bounded westerly by Central Street and bounded easterly by the railroad from a Residence R-2 District to a General Business (B) District; such land is identified as Parcels 239 and 252, Plate E-2 and Parcel 2-1, Plate F2A of the Town Atlas.

Total Vote - 50.      Yes - 46      No - 4      Needed to carry - 33<sup>1</sup>.

Voted: To adjourn at 10:5; P.M.

The following persons served as tellers at the above meetings:

Richard Phillips, Betty Youse, Theron Lowden, William Maxwell, Marion Maxwell, Robert Puffer, William Smith, Beatrice Perkins, Jean Gerhardt, Kathleen Cataldo, Jack Batchelder, Roger Huebsch, Susan Huebach, Robert McCluer, Patricia Pierson, Katherine Kinsley, Walter Gates, William Reich, Jean Schmelzer, Regina Poppert, Paul Poppert, Janet Richter, Kenneth Goff, Nollie Srivastava.

A true copy, Attest:  
Town Clerk



# **ABSTRACT OF THE PROCEEDINGS OF THE SPECIAL TOWN MEETING, APRIL 13, 1977 AND ADJOURNED SESSION, MAY 2, 1977**

Moderator called the meeting to order at 7:30 P.M.

## **Article 1:**

Voted: To postpone action until immediately after final adjournment of the Annual Town Meeting.

## **Monday, May 2, 1977.**

Moderator called the meeting to order at 11:24 P.M.

## **Article 1:**

Voted: To request the Legislature to enact special legislation validating the 1977 Annual Town Meeting and Election in the following form or such other form as the Legislature deems appropriate:

"Section 1. The acts and proceedings of the Town of Acton taken at its annual town meeting held April 11, 1977, and its election of town officials held on April 4, 1977, are hereby ratified, validated and confirmed despite the failure of the Town to post the warrant for such election and meeting 14 days prior thereto.

Section 2. This act shall take effect upon its passage."

Voted to adjourn at 11:25 P.M.

A true copy, Attest:  
Charles M. MacRae  
Town Clerk

# **ABSTRACT OF THE PROCEEDINGS OF THE SPECIAL TOWN MEETING, APRIL 13, 1977**

Moderator called the meeting to order at 7:48 P.M.

## **Article 1:**

Motion: To raise and appropriate the sum of \$1,750.00 to pay one-half the estimated cost of a fireworks display on July 4, 1977.

Total vote: 225.      Yes - 108      No - 117.

Motion Lost.

Voted: To adjourn at 8:12 P.M.

A true copy, Attest:  
Charles M. MacRae  
Town Clerk

# **ABSTRACT OF THE PROCEEDINGS OF THE SPECIAL TOWN MEETING NOVEMBER 28, 1977**

## **Monday, November 28, 1977.**

Moderator called the meeting to order at 7:38 P.M.

## **Article 1: Unpaid Bills**

Voted unanimously: To appropriate \$189.00 from available funds to pay Warren E. Bemis and \$575.00 from available funds to pay Joseph G. Perry for gas and plumbing inspections in May and June 1977, and appropriate \$926.55 from available funds to pay Independent Delivery Service for delivery of town meeting warrants.

## **Article 2: Pareago**

Voted: To authorize the Cemetery Commissioners to accept with thanks a gift from Americo J. Pareago of land for cemetery purposes containing about seven acres, and described in a deed dated January 11, 1946, and recorded at Middlesex South Registry of Deeds in Book 6930, Page 454.

Voted: To instruct the Town Clerk to send a letter of thanks to Americo J. Pareago with copy of action taken.

### **Article 3: Perpetual Care By-Law**

Section 1: The Town will accept from any person a sum of money, not less than \$100.00, the income therefrom to be used for the annual care and maintenance of such lot or lots in a public cemetery of the Town as the person shall designate, and for the care, maintenance and improvement of the cemetery in which such lot or lots are located. Such deposit shall be a perpetual fund and will be pooled with other deposits of a similar nature that are received to comprise the Acton Cemetery Perpetual Care Fund.

Section 2: The Town Treasurer shall receive all sums of money paid in accordance with the preceding section and shall give a proper receipt of the Town therefor. He shall keep the Cemetery Commissioners regularly informed as to the cemetery lots for which perpetual care funds have been established. He shall annually, at such time as the Cemetery Commissioners request, pay over to said Commissioners all income earned on such sums. Such income shall be judiciously and economically expended by the Cemetery Commissioners, first, for the care and maintenance of the lot or lots, including the monuments and markers thereon, designated by the donor and second, for the care, maintenance and improvement of the cemetery in which such lot or lots are located.

Section 3: Said Cemetery Commissioners shall faithfully apply all amounts received by them in accordance with the provisions of this by-law.

Section 4: The following form of receipt shall be given in behalf of the Town by its Treasurer to persons depositing money under the provisions of this by-law.

"The Town of Acton acknowledges receipt of \$\_\_\_\_\_ from (A.B.) as a perpetual fund, the income of which is to be used for the maintenance and repair of the following lots in the cemeteries and for the maintenance, care and improvement of the cemetery in which such lots are located. (Insert description of lots.) This money is received and shall be applied in accordance with a by-law of the Town adopted November 28, 1977".

Section 5: This by-law shall apply to all sums deposited with the Town for the perpetual care of new cemetery lots after its adoption. The provisions of the By-law adopted March 25, 1901, as amended, shall continue to apply to all sums previously deposited with the Town under its provisions.

### **Article 4: Traffic Lights**

To see if the Town will appropriate from available funds, the sum of \$6,500.00, or any other sum, to cover the cost of engineering design plans for traffic signal lights to be installed at the corner of Massachusetts Avenue and Central Street, or take any other action relative thereto.

Motion: To appropriate \$6,500.00 for engineering plans for traffic control devices at the corner of Massachusetts Avenue and Central Street.

Motion lost.

### **Article 5:**

Voted: To rescind the vote taken under Article 32 of the 1977 Annual Town Meeting.

### **Article 6: Bridges Land**

Voted: To authorize the Conservation Commission to purchase or otherwise acquire, and to authorize the Selectmen to take by eminent domain, upon written request of the Conservation Commission, for conservation purposes, including outdoor recreation, under G.L. c. 40, Section 8C, the fee, or any other interest, in all or part of a parcel of land located at 425 Main Street and the corner of Taylor Road, abutting existing conservation land, now or formerly owned by Edward F. and Harriet E. Bridges, containing 14.93 acres more or less, shown as Lot B, on the plan entitled "Plan of Land in Acton, Mass. owned by Edward F. and Harriet E. Bridges" by the Town of Acton Engineering Department dated December 2, 1976; and approve the expenditure of \$60,000.00 therefor from the conservation fund; and authorize the Conservation Commission to contract for reimbursement from the Commonwealth under G.L.c. 132A, Section 11.

Total vote - 255      Yes - 196      No - 59      Needed to carry - 170

Voted: To adjourn at 9:40 P.M.

The following persons served as tellers at the above meeting:

Roger Huebsch, Susan Huebsch, Theron Lowden, William Smith, Patricia Pierson, Marion Maxwell, Regina Poppert.

A true copy, Attest:  
Town Clerk





# Educational Reports





# Acton Public Schools

## Acton-Boxborough Regional School District

### ORGANIZATION

<u>Acton School Committee</u>		<u>Acton-Boxborough Regional District School Committee</u>	
	<u>Term Expires</u>		<u>Term Expires</u>
James T. O'Rourke.....	1980	James T. O'Rourke.....	1980
Anne Ridley.....	1979	Anne Ridley.....	1979
Robert Evans.....	1978	Dennis O'Rell.....	1980
Norman Lake.....	1978	Robert Evans.....	1978
Francis Joyner, Chairman.....	1979	Norman Lake.....	1978
Alice Klammer.....	1979	Dennis Kuipers, Chairman.....	1978
		Francis Joyner.....	1979
		Alice Klammer.....	1979
		Barbara Hodess.....	1979

The Acton School Committee holds regular meetings on the first and third Thursdays of each month, and the Acton-Boxborough Regional District School Committee meets regularly on the second and fourth Thursdays. Both groups convene at the Acton-Boxborough Regional Senior High School Music Room at 7:30 P.M.

### **Administrators**

### **Telephone**

Superintendent of Schools, Raymond J. Grey.....	263-9503
Assistant Superintendent, Gary G. Baker.....	263-9503
Business Manager, Douglas W. Barrus.....	263-3403
Head Bookkeeper and Treasurer, Priscilla Felt.....	263-9503
Principals: Conant School, Joan M. Little.....	263-7407
Douglas School, Robert C. Conroy.....	263-2753
Gates School, James Palavras.....	263-9162
Merriam School, William Sparks.....	263-2581
McCarthy-Towne School, Parker Damon.....	263-4982
Junior High School, Clifford A. Card.....	263-7716
James C. Chace, Vice Principal.....	263-7716
Senior High School, Lawrence McNulty.....	263-0210
Donald MacLeod, Vice Principal.....	263-7738
Francis Riley, Vice Principal.....	263-7738
Coordinator of Pupil Services, William J. Petkewich.....	263-2492
Coordinator of Fine Arts, Henry W. Wegiel.....	263-3562
Coordinator of Buildings and Grounds, Cornelius M. Casey.....	263-5272

### TENTATIVE SCHOOL CALENDAR 1978-1979

Reopening of Schools	January 3, 1978	Columbus Day	October 9
Martin Luther King Day	January 16	Veterans' Day	November 10
Winter Vacation	February 20-24	Thanksgiving Recess	November 23-24
Good Friday (½ day)	March 24	Christmas Holidays	December 25-29
Spring Vacation	April 17-21	Reopening of Schools	January 2, 1979
Memorial Day	May 29	Winter Vacation	February 19-23
Graduation	June 2	Spring Vacation	April 16-20
Close of Schools (students)	June 15	Memorial Day	May 28
Close of Schools (teachers)	June 16	Graduation	June 1
Summer Recess			
Reopening of Schools	September 6		

### NO SCHOOL SIGNAL

2-2-2-2	6:30 A.M.	No School ABRSD All Day
1-1-1-1	7:15 A.M.	No School Acton Public Schools, Grades K-6 All Day
2-2-2-2	7:00 A.M.	No School All Schools All Day

Announcements aired on: WBZ - 1030 AM Dial: WHDH - 850 AM Dial; WCVB-TV, Channel 5; WEIM Fitchburg; starting at 6:00 A.M.

## **Acton Public Schools Report From the Superintendent of Schools**

There continues to be a slight decline in the total student population of Acton Public Schools. In October, 1976, there were 2538 students, and in October, 1977, there were 2499, a decline of 89 students or about 3.5%. As a result of the student decline, the teaching staff was reduced by the equivalent of three full-time teachers. Average class size remains at about 25.

Primarily because of increases in contracted salaries, Chapter 766 special education costs and inflation in the costs of materials, services and utilities, the budget for 1977-78 is 6.2% higher than last year's. There was no expansion of programs or services.

There have been some changes in the administrative staff. Mrs. Joan Little has succeeded Mr. George Lemire as Principal of the Conant School. She comes to us from a principalship in Groton. Over one hundred applications were screened by a committee of administrators, teachers, and parents, and recommendations were made to the Superintendent who recommended Mrs. Little to the School Committee. Mr. Mark Kaufman, who has been a teacher at McCarthy-Towne School, is serving as Acting Principal of the McCarthy-Towne School while Dr. Parker Damon is on a sabbatical. He too, was one of many applicants considered by a screening committee prior to the Superintendent's recommendation of him to the School Committee. Mr. William Petkewich has succeeded Miss Ruth Proctor as Coordinator of Pupil Personnel Services, but Miss Proctor remains on the Pupil Personnel Services staff. Miss Proctor has served loyally and extremely effectively as Coordinator of Pupil Personnel Services over many years, and was instrumental in developing a Pupil Personnel Services Department that is of great pride to all of us in this district. Mr. Marilyn Murdoch, who was on the staff of the Network of Innovative Schools a special education consultant, succeeds Mr. Petkewich as Assistant Coordinator of Pupil Personnel Services.

Research and development projects were completed this past summer in reading, mathematics, and social studies, all of which have helped to improve our curriculum in those areas. The Assistant Superintendent, Dr. Gary Baker, developed a system-wide Curriculum Handbook for teachers, administrators, and interested parents that describes the curriculum guides available in each subject area, the curriculum resources, curriculum time allocation guidelines, means of communicating about and evaluating the curriculum, and means of changing and improving the curriculum. He also coordinated a series of public curriculum reviews with the School Committee between June and November which allowed the School Committee and public to develop a better understanding of the content and needs of our curriculum programs. Testing results indicate superior performance on the part of our students. A Committee on the Gifted

and Talented, made up of teachers, administrators and parents, is exploring with Dr. Baker options for programs for our gifted and talented students, and is expected to make recommendations to the Superintendent and the School Committee in 1978. A new and improved staff evaluation system and new report card formats were instituted in the 1976-1977 school year.

Principals have this past fall made presentations to the School Committee on their major goals and needs. Their reports follow.

### **Reports From the Elementary Principals**

#### **Mrs. Joan Little, Conant School:**

Mrs. Joan Little stated that she began her duties at Conant in August. Mrs. Patricia Grieve was also added to the staff of Conant as a fifth grade teacher, and Curriculum Specialists Bonnie Jensen, Mary Kay Tomrose and Eugene Trainor have taken up residence at Conant, although they continue to service all Acton Elementary Schools.

Beginning in January the Conant School will serve as training site for a team of Fitchburg State College students who will provide tutorial help for individual students and small groups under the direction of their college instructor.

The fourth, fifth and sixth grade teachers are presently reviewing Math programs with Curriculum Specialist Mary Kay Tomrose and will be adopting a new Math program in the Spring.

Parent involvement has become a major thrust at Conant with activities to date including a Get Acquainted Picnic in the fall, Open House, a Curriculum Fair, Parent Visitation Day, Parent Coffees, a continuation of the Parent Teacher Advisory and a very successful Christmas Fair. The excellent attendance and positive response to these parent activities has been extremely gratifying.

#### **Mr. Robert C. Conroy, Douglas School:**

At the Douglas School, Principal Robert Conroy reported that during 1977, Douglas School bade farewell to two valued members of the original school staff. Mr. Paul Richardson retired as head custodian after many years of valued service to the children of Acton, and Beverly Tyler, school secretary and friend to all who knew her, moved to New Hampshire. Esther Davis, cafeteria manager, also moved from Acton and the untimely death of custodian and friend Francis Ward saddened everyone.

A busy year found the staff engaged in implementing a new spelling program and a new staff evaluation procedure. Current math programs were evaluated and a new program selected for adoption. A new student report card was used for the first time, and study groups were formed to explore opportunities in changing enrollment and procedures for effective parent teacher conferences.

The Title I and Special Needs Programs continued to provide support services to children having difficulty in our instructional programs. Mr. L. Brett, school counselor,



initiated the development of a classroom program in affective education responsive to the behavioral needs of elementary school students. Our sixth grades were homogeneously grouped for math and language arts instruction while the Camp Sargent week of our environmental education program was conducted in October.

Mrs. Louisa Medeiros and the students in her Resource Room class moved to Douglas School from Boxborough, while Mrs. Virginia LoDuca joined our staff and Miss Ellen Kramer, second grade teacher, moved to our nation's capital.

The Douglas School Council, under the leadership of Mrs. Suzanne Gaetano and Mrs. Ann Wilson continued to provide supportive services through an active volunteer force.

#### **Mr. James Palavras, Gates School:**

Principal James Palavras of the Gates School listed the following developments and highlights:

1. Implemented a new Handwriting program in grades K - 6.
2. Adopted new Spelling and English programs in grades 3 - 6.
3. Project Challenge outdoor equipment was installed.
4. Created a mathematics materials area.

Highlights included:

1. The second annual launching of 500 balloons by students,
2. Parents' Night in September,
3. The second annual Sunday afternoon Family Picnic in June, and
4. The Community Day program in May.

Also, Gates School received Title I federal funds allowing for employment of two paraprofessionals to provide direct tutorial assistance in reading and mathematics.

#### **Mr. Mark Kaufman, McCarthy-Towne School:**

McCarthy-Towne School Acting Principal Mark Kaufman reported the following:

The School year, 1977, proved to be a very positive one for McCarthy-Towne School. With renovations completed, we enjoyed the first smooth opening in many years.

During 1977, the school continued to develop new curricula and expand its programs. In particular, the Social Studies Program received attention with a Summer R & D Project for sixth grade, new materials for third grade and expanded units in Medieval Life and India. A staff committee reviewed the math program and made several recommendations for mathematics improvements to be made in 1978. In reading, the major programs continue to be Words in Color for primary grades and Reading In Common for intermediate grades.

Project Adventure, an outdoor education project which was originally piloted at McCarthy-Towne, was extended system-wide as Project Challenge. Along with

gymnastics, the two formed the basis of our physical education curriculum. The integrated Humanities Program focused on utilizing the visual arts in all areas of the curriculum.

Finally, the parent-school aspects of McCarthy-Towne School continued to receive considerable attention. Prior to the opening of school, over 70 people attended a meeting for new families at which the school programs were explained and "support" parents were introduced. In response to the results of the annual Parent Survey and comments at the PTSSO annual meeting, the PTSSO and staff decided to focus its efforts on improving the school's "quality of life," in particular, the grounds surrounding the school. They began a process to plan for comprehensive improvements to be carried out over the next few years.

#### **Mr. William Sparks, Merriam School:**

Principal William Sparks listed the highlights of the Merriam School:

1. This year's enrollment for grades 1-6 is 445, a decrease of ten pupils below last year's enrollment. The Kindergarten pupils numbering 54 continue to be accommodated at the Douglas School.
2. The library continues to expand in its usefulness. There are now 6,500 volumes of books catalogued in the media center. A dedicated staff of forty volunteers assist in the maintenance of an excellent program under the leadership of Mrs. Helen Berger (Media Aide) and Mrs. Joyce Koop (Coordinator of Libraries).
3. An evaluation of the math program has been ongoing which will lead the school into an adoption of a new math series for grades K - 6 during the year.
4. An Ice-Cream Social and Silent Auction have contributed to the raising of monies for a new stage sound system.
5. The school volunteer program continues to be most successful. There are a total of 65 parent volunteers who willingly give of their time and talents in the library, school office, Pupil Personnel Services Department, classrooms and Social Studies/Science Departments.
6. A new Handwriting program has been instituted and is meeting with much success.
7. Space needs continue to rank high among Merriam School's priorities. There is a growing concern for additional library, art, science, physical education and music space for the school.
8. The Merriam School received Title I funds for the first year, which allowed for additional help to children having difficulties in reading and math.
9. Without strong support from the administration, teaching staff, office personnel, cafeteria services, custodial employees, nursing staff, students, parents and parent volunteers, the operation of the building during the year would not have been nearly as effective. We are extremely grateful for this team effort.



## **Acton-Boxborough Regional School District**

### **Report From the Superintendent of Schools**

The student population of the Acton-Boxborough Regional School District is down slightly from 2480 in 1976 to 2447 in 1977, a decline of just 33 students, or 1.3%. With the exception of the addition of a part-time Coordinator of Volunteers, there has been no expansion of programs that increased the budget because of additional personnel, but due to contracted salary increased, Chapter 766 costs and inflation for utilities, materials and services, the budget is up 9.7%. In fact, the music program at the Junior High School was cut back by one teacher because of budget considerations. We seem to be under increasing pressure to maintain or reduce programs and to fund only what is essential. We are trying our utmost to provide a high quality education to students with as little impact on the taxpayer as possible.

There has been some change in administrative personnel. Mr. Warren Kemp has been appointed the new Foreign Language Department Chairman. He came to us from a similar position in Franklin, Massachusetts. Mr. Marlyn Murdoch has been appointed as the new Assistant Coordinator of Pupil Personnel Services. He has been a special education consultant for many school

districts as a staff member of the Network of Innovative Schools. He succeeds Mr. William Petkewich who has become the new Coordinator of Pupil Personnel Services, a position which Ms. Ruth Proctor held for many years. Ms. Proctor is credited with the primary responsibility for developing a Pupil Personnel Services Department which is recognized throughout the state for its quality. Ms. Proctor remains on the Pupil Personnel Services staff as a member of the Core Evaluation Team.

The School Committee and public were given an opportunity to review all curriculum programs in scheduled presentations coordinated by the Assistant Superintendent, Dr. Gary Baker, with the participation of Department Heads and Principals. Although there have not been any academic program expansions this year funded by the local budget, the Junior High utilized the research and development program to organize four of the present teachers and a counselor into an Interdisciplinary Team in order to offer students and parents who want it an opportunity to participate in a somewhat different organizational scheme than was heretofore offered at the Junior High. Such an approach offers teachers of different subjects and parents more opportunities to work closer together, and to coordinate different academic programs and student evaluations. The Junior High Social Studies Department also had a research and development project



to improve the social studies curriculum which has been followed with an intensive in-service course for teachers.

Two projects funded with federal funds, Project Challenge, concerned with innovative approaches to building student self-confidence in physical education and counseling, and Project Focus, concerned with offering more intensive help to students having adjustment problems at the Senior High School, have allowed us to develop and implement promising practices that benefit our students but could not have been offered within our present budget.

All evaluations from the Comprehensive Tests of Basic Skills, the Educational Record Bureau's Comprehensive Testing Program and the College Entrance Examination Board's tests indicate that our students are performing significantly better in basic skills achievement than national, state and Greater Boston norms. A Citizens' Advisory Committee on Competency-Based Education has been formed to respond to the state's consideration of competency-based graduation requirements and to recommend a competency-based criteria in the Acton-Boxborough Regional Schools. We believe we have been vigilant in maintaining standards that will put our graduates in good stead whether in the work or academic worlds. In a survey given to the class of 1976, 97% of the 181 respondents rated the High School academic standards from "Satisfactory" to "Superior," and only 7% felt that they were at a disadvantage in terms of their preparation when comparing themselves to others in their college class or job.

New band uniforms and a new and improved football field and track resulted from the actions of the School Committee and the hard work and dedication of many

citizens whose endeavors helped reduce the total costs. Such commitment to improved conditions for our students on the part of citizens is what makes Acton-Boxborough such a desirable area in which to raise and educate children.

The reports of the Junior High School Principal, Mr. Clifford Card; the Senior High School Principal, Dr. Lawrence McNulty; the Fine Arts Coordinator, Mr. Henry Wegiel; the Pupil Personnel Services Coordinator, Mr. William Petkewich, and the Community Education Coordinator, Mr. William Ryan, describe in detail the developments of those respective programs.

#### **Mr. Clifford Card, Junior High School:**

This past year, the Junior High School has instituted an alternative to its regular program at the seventh grade level. A team consisting of 116 students selected at random from applicants, and four teachers in the areas of English, Social Studies, Math and Science, was established with a common guidance counselor for the group. This organizational concept is designed to allow for greater interaction among the several components of students, teachers and parents. It is also hoped that this arrangement will provide an easier transition from the elementary schools to the junior high.

Results of this teaming will be studied by the staff, administration and the School Committee with the possibility of its expansion if it proves successful; inputs from all concerned will be considered before a final decision is made.

This past fall the School Committee approved a request for the appointment of a Volunteer Coordinator. For the previous three years, Mrs. Selma Garber had acted in the capacity on a volunteer basis but now





devotes half-time to the program. Currently, there are over seventy volunteers working at the Junior High on a regular basis. They assist the classroom teacher, do clerical work, work with individual students, teach mini courses, sponsor a Christmas Fair for the benefit of the school. Though it is difficult to measure, the impact made on the 866 students enrolled is considerable.

#### **Dr. Lawrence McNulty, Senior High School:**

The population explosion experienced by the towns of Acton and Boxborough during the late 1960's and early 1970's has stabilized. The student population of the Acton-Boxborough Regional High School (A.B.R.H.S.) has, likewise, stabilized in recent years. The student population of A.B.R.H.S., as of November 1, 1977, was 1581 students. The high school facility, with its \$4.5 million addition in 1973, was built to accommodate 1600 students. This facility, one of which the townspeople of Acton and Boxborough can be justifiably proud, provides an outstanding educational setting and atmosphere for our high school students.

Academically, A.B.R.H.S. continues to warrant the respect and admiration of college admission officers. Approximately 72% of the graduating class (N=376) pursued further education in September, 1977 in over 30 different states around the country. Of the 376 graduating

seniors, 30% qualified for the National Honor Society, 22 students won commendation by the National Merit Scholarship Corporation (NMSC), 16 were semi-finalists, 8 were finalists, and one student won an NMSC scholarship (A.B.R.H.S. was the only school in the nation with 2 NMSC winners in 1976). The NMSC winner in 1977 was Sybil Hughes, who is attending Harvard/Radcliffe College.

In terms of curriculum, A.B.R.H.S. continues to be a comprehensive secondary school. The curriculum consisted of 221 different course offerings during the 1976-77 school year. Constant evaluation and appraisal takes place in order to insure relevant course offerings and the proper utilization of staff, buildings, equipment, and instructional materials. We feel that our current curriculum is comprehensive, relevant, challenging, and one that insures academic standards of the highest caliber. Courses added during the 1977-78 school year included Lab Biology (Individualized) in the Science Department, Statistics in the Mathematics Department, and Tradesman's Workshop in the Industrial Arts Department.

The extracurricular program at the high school has expanded over the years and now consists of interscholastic athletics (32 teams), intramurals, student government activities, fine arts activities, and a variety of



special interest clubs. In 1977, approximately 1500 students participated in one or more extracurricular activities. Highlighting the 1976-77 extracurricular activities was the athletic program, which resulted in 8 league championships and a very high rating in the Boston Globe's Dalton Trophy won/loss rating system (2nd of 76 in Division II and 13th of 472 in the State of Massachusetts). Other individual and team honors were garnered by the A.B.R.H.S. Debate, Mathematics, and Chess Teams. Further highlights were provided by the Fine Arts Program which included a Fine Arts weekend, 11 drama productions, an art exhibit and an art show at the Acton Town Memorial Library, 30 concerts, a musical, 11 students selected for the Northeast District Festival Band, Chorus, Concert Choir (choir members were selected to perform for the American Choral Directors Association Regional Conference at Boston University), and Orchestra (3 A.B.R.H.S. students were later awarded all-state honors).

**Mr. Henry Wegiel, Coordinator of Fine Arts:**

In addition to the usual art exhibits, drama productions, musical programs and concerts in our schools this past year, staff in the Fine Arts Department of both the Acton Public and Regional Schools felt that a greater emphasis should be placed on coordinating more of their activities with other disciplines within the two school systems. At the Elementary and Junior High School levels, especially, Art, Music, Drama, L.A., S.S., and P.E. and Science combined in a variety of units of study at various grade levels, and included study involving our heritage, history of the Pilgrims and Indians, the culture of Africa and other nations, lessons in sound and acoustics, and Impressionism in the Arts. The staff hopes to further develop this idea into a workable program in all of our schools.

**Mr. William Petkewich, Coordinator of Pupil Personnel Services:**

The year 1977, has been marked by a relatively large number of staff changes as a result of transfer, retirement, and several resignations. At the same time the programs and activities of the Pupil Personnel Services have been rather stable. The only program expansion has been at the high school level where the special education staff has been increased through the use of federal funds (P.L. 94-142.)

A major emphasis of the Pupil Personnel Services Departments has continued to be the implementation of Chapter 766, the Massachusetts special education law. Core evaluation and program review activities have continued at a high level and services have been provided through school staff. The ability of special education staff to meet all the needs of all students has been somewhat strained, especially at the secondary level. The major budgeting impact of the Pupil Personnel Services has been the continued large increase in tuition charges for students who cannot be served within our schools.

Staff members are also in the process of becoming familiar with the new federal special education law, P.L. 94-142, which became effective on October 1, 1977. While similar to Chapter 766 in many respects, there are some differences which may affect our special education programs and procedures. Community information programs are being planned for the Spring of 1978.

Two major reports have been presented to the School Committees during 1977. The first was a follow-up study with the Class of 1976 which was completed by the High School Counseling Department, Department Heads, and Administration. This report, which was reviewed by the Committees during the spring, will be up-dated periodically. The second was a Curriculum Review of the Pupil Personnel Services which was submitted to the Committees in October 1977. Copies of these reports are available for review by calling the Coordinator of Pupil Personnel Services at 263-5091.

The use of volunteers to assist with clerical and instructional activities has expanded greatly during the course of the year. This has provided much-needed help to professional staff and an opportunity for volunteers to gain insight into PPS programs. The Speech and Language Department implemented a Volunteer Aide Training Program, which members had developed through a Research and Development Project in the summer of 1976.

Another major emphasis of all PPS departments has been staff development activities which have included: in-service programs for regular classroom teachers related to children with learning problems and children with speech and language problems; continuing consultation to regular classroom teachers provided by specialists; in-service training for specialists related to core evaluation activities; and attendance at courses or conferences offered outside the local schools. In addition, some members of the Speech and Language, Counseling, and Learning Disabilities Departments have been involved as panelists or presenters at several state and national conferences.

As the new year begins the new PPS administration looks forward to the continuation of a review of all programs so that long-range plans can be developed and recommendations for systematic change can be presented to the School Committees.

**Mr. William Ryan, Coordinator of Community Education:**

The Acton-Boxborough Community Education Program serves as a link between the residents of Acton and Boxborough and the Public Schools, and all residents are urged to partake in the wide variety of educational programs and activities that are offered to the community. Many programs and activities are determined by your neighbors' serving on the Community Education Advisory Committee. Residents are welcome to attend the Advisory Committee meetings which are held the second Monday of each month from 7:30 to 9:30 p.m. at the Acton-Boxborough Regional Junior High School Library.

New residents are encouraged to visit the Community Education office located in the main lobby of the Junior High School to learn of the different educational, cultural and community opportunities that are available in Acton-Boxborough. These activities are also described in the Community Education Newspaper, INTERACTION, which is mailed four times yearly to all Acton-Boxborough residents.

Community Education Coordinator, Bill Ryan listed the following areas as accomplishments in 1977: Establishment of the Community Education SUMMER DAY CAMP at the Merriam Elementary School. Over 225 children were enrolled in the six week program. The addition of a SPRING TERM of Community Education Day and Evening courses. The eight week Spring Term now makes a total of four sessions of Community Education programs yearly. The establishment of a new COMMUNITY GARDEN SITE in South Acton (in cooperation with the Acton Conservation Commission.) The writing of a proposal to the BLANCHARD FOUNDATION and subsequent GRANT AWARD of \$4,500.00 for fiscal year 1977-78 and \$4,500.00 fiscal year 1978-79. The extension of a GRANT for the "Shaping Acton's Future" Program for 1977-78 from the Massachusetts Foundation for Humanities and Public Policy. And last, but not least, notification to Mr. Raymond Grey, Superintendent of Schools and the Acton-Boxborough Regional School Committee that the Community Education Program would NOT BE REQUESTING ANY FUNDING FROM THE TOWNS OF ACTON OR BOXBOROUGH FOR THE 1978-79 FISCAL YEAR!

A List of the 1977-78 Community Education Programs follows:

- 1) The Community Education Evening Program—  
350 Evening Courses for Pre-Schoolers, Children, young Adults and Adults (Fall, Winter, Spring & Summer Sessions.)

Music	Literature	Foreign Languages	Dance
Art	Practical Skills	Cooking	Recreation
Drama	Crafts	Health	Careers

- 2) The Community Education Day Program—  
175 Day Course offerings (Fall Winter, Spring and Summer.) Courses offered in same areas as evening courses.

- 3) The College Program—  
60 Undergraduate and Graduate level college courses offered from the following institutions:  
Boston University      Framingham State College  
Middlesex Community College

- 4) Community Education Pre-School—
  - A. Over fifty pre-school children enrolled during the academic year.
  - B. 22 High School students participating as teacher aides for the full academic year.

- 5) Community Education Summer Day Camp—  
children in grades one through six participating in a six week Summer Day Camp at the Merriam elementary School.
- 6) Acton Community Gardens Program—  
125 garden plots available to Acton residents in North and South Acton. (In cooperation with the Acton Conservation Commission)
- 7) Local Community Service Projects:
  - A. Social Club for Handicapped Young Adults—  
Meets every Friday evening at Acton-Boxborough Regional High School.
  - B. Conference of Local Community Agencies—  
Meets twice a year.
- Community Calendar—  
Mailed out every month to all Acton-Boxborough organizations and agencies (in cooperation with the Acton Junior Women's Club.)
- D. The Community Issues Forum—  
Made possible by a grant from the Massachusetts Foundation for the Humanities and Public Policy.
- E. Slide Tape Show "This Is Acton"—  
30 minute audio-visual presentation covering Acton past and present. (Available without charge for use by any Acton groups, agencies or or organizations.) (Made available by the Acton Business and Professional Association, the Middlesex Institution for Savings, and Digital Corporation.)

#### ACTON—BOXBOROUGH COMMUNITY EDUCATION ADVISORY COMMITTEE

Mrs. Catherine Trainor  
Mrs. Marilyn Peterson  
Mrs. Judith Cadieux  
Mrs. Vanetta Hunter  
Mr. John W. Putnam  
Mrs. Selma Garber  
Mrs. Marsha Gratz  
Mrs. Joan Huntley  
Mrs. Karen Gline  
Mrs. Sue Grolnic  
Mr. Jack Ormsbee  
Mr. Earl Steeves  
Mr. Mark Sigman  
Mrs. Carol Lake  
Mr. John Feely

#### School Committee Representatives:

Mrs. Alice Klemmer  
Mrs. Ann Ridley

#### Student Representative:

Miss Robin Shackford



# Acton-Boxborough Regional High School

## Class of 1977

- |                          |                         |                         |                              |
|--------------------------|-------------------------|-------------------------|------------------------------|
| Abbott, Heidi L.         | Cleary, Mary Anne       | Garabedian, Charles A.  | Kalms, Juliet L.             |
| Agule, Douglas           | Clerico, Steven         | Gerhardt, Keith         | Keeney, Robert P.            |
| Alex, Judith B.          | Cobb, Kimberly J.       | Gibson, Elaine S.       | Keizer, Shelia               |
| Anderson, Karin K.       | Cochrane, Stephanie E.  | Gierke, Kirsten Johanna | Kellogg, Kirk R.             |
| Anderson, Matthew        | Cohen, Laura A.         | Glencross, Susan        | Kelly, Anne Marie            |
| Apa, Joseph T., Jr.      | Collagan, Sharon        | Glover, John H.         | Kelly, Carol Ann             |
| Archambault, Carolann    | Colvin, David           | Goodno, William C.      | Kennedy, Patricia R.         |
| Athens, Janet Marie      | Comperchio, Sharon      | Gordon, Donald Keith    | Keohan, Debra Ann            |
| Autio, Linda             | Conkling, Cheryl M.     | Gott, Karen A.          | Kerr, Bonnie Lee             |
| Avril, William F.        | Connelly, Susan M.      | Gott, Stephanie         | Kicelemos, Erin René         |
| Babb, Lawrence           | Conoby, James F.        | Graves, Paula A.        | Kilpatrick, Kevin J.         |
| Bachrach, Susan E.       | Conroy, Jean            | Gray, Kathleen          | King, Benjamin               |
| Baczkowski, David S.     | Cooney, James E.        | Greene, Jeffrey P.      | Kirk, Hilarie C.             |
| Bailey, Jon P.           | Corigan, Scott          | Gregory, Donna L.       | Klinkmueller, Christopher J. |
| Baker, John W.           | Costello, Patricia Anne | Gregory, Douglas        | Koch, Dana W.                |
| Baker, Lynette Ann       | Coull, Andrew           | Grieder, Kimberly       | Kotell, Miriam S.            |
| Barnaby, Adele           | Coutts, Janet Laurie    | Guenard, Bruce E.       | Krabbendam, Nicolette A.M.   |
| Barrett, Holly Jean      | Crane, Susan E.         | Hall, Karen             | Krason, David J.             |
| Barros, Julia            | Cronin, Daniel G.       | Hancock, Mark F.        | Kreidermacher, Kari A.       |
| Batchelder, Lee          | D'Agostine, Amy         | Harrington, Cathryn R.  | Krusen, Jennifer             |
| Bander, Thomas E.        | D'Amore, Joseph K.      | Hartwell, Deborah Mills | Kuda, Paul                   |
| Bergquist, John D.       | Dartee, Maria T.        | Hartwell, Stacy Lee     | Laite, David R.              |
| Berman, Julie A.         | Davis, Cheryl Ann       | Haynes, Maureen A.      | Laite, Richard J.            |
| Biron, Michelle Dawn     | Day, Alan R.            | Heaney, Thomas          | Laite, Robert                |
| Birt, Lea Anne           | Desmond, Joanne Marie   | Hedlund, Elizabeth A.   | Landry, Mary Catherine       |
| Blackburn, David         | Doherty, Anthony        | Herskovitz, Stephen B.  | Lanigan, Kevin B.            |
| Blackwell, Marilyn Jean  | Doran, Robert S.        | Hill, Gregory Neil      | LaPorte, Katherine R.        |
| Blyberg, Sarah Elizabeth | Doskocil, David B.      | Hillman, Jeffrey A.     | LaRoche, Ray, Jr.            |
| Bonner, Mary T.          | Drozda, Karen E.        | Hitchins, Albert H.     | Lauritzen, Richard A.        |
| Borowski, Maria          | Dumdey, Scott T.        | Holland, Henry          | Leahy, Nancy D.              |
| Bowen, Kathleen A.       | Dupont, Robert M.       | Holt, Gail              | Leary, Thomas D.             |
| Bramall, Marla Diane     | Durben, Marya           | Hopkins, Cathy E.       | Lee, Mark S.                 |
| Brandon, David R.        | Erickson, Vern          | Hopkins, Richard        | Lemere, Nancy E.             |
| Brandon, William C.      | Evans, Karen            | Houde, Nancy A.         | Lester, Sheri Lynne          |
| Brooke, Sandra           | Fairbrother, Peter      | House, Brenda L.        | Lesure, Whitney L.           |
| Brown, Alane S.          | Fairchild, Steven       | Hughes, Sybil L.        | Licari, Mark Joseph          |
| Browne, Christopher C.   | Falvey, Michael         | Hyde, Mary Ellen        | Lidiak, Peter T.             |
| Bryant, Michael G.       | Farnsworth, David S.    | Inman, Debora L.        | Linton, William B.           |
| Butler, John H.          | Ferrara, Thomas         | Ireland, Irving T.      | Look, Robert W.              |
| Caldwell, Amy            | Ferris, Pamela          | Ivanov, Alex John       | Loomis, Eric Steven          |
| Campbell, William        | Fife, Linda A.          | Jackson, Shirley        | Lorencic, Harold             |
| Card, Pamela Jean        | Finneault, Gary David   | Jaehnig, Marie T.       | Lowry, Robin                 |
| Carney, Dianne L.        | Finnimore, Michael      | Janson, Richard A.      | Luongo, Linda Ann            |
| Carroll, Denise          | Fitzpatrick, John D.    | Jeffrey, David P.       | Lydiard, Joy H.              |
| Carroll, Jane            | Flood, Mary             | Jensen, Noreen M.       | Lynch, Jacqueline A.         |
| Cary, Deborah N.         | Flynn, John J., III     | Johnson, Lisa Jean      | MacDonald, Susan M.          |
| Centauro, Richard P.     | Flynn, Kathleen         | Johansson, Helena       | MacGregor, Natacha F.        |
| Centauro, Stephen S.     | Fogarty, William        | Jones, Carol R.         | Mahar, Janet                 |
| Chiasson, Denise Marie   | Forester, Deborah       | Jones, Maureen          | Mahoney, Patricia            |
| Chick, Nancy D.          | Foster, David G.        | Jopling, Tamala Marie   | Makin, Cindy A.              |
| Christian, Gail M.       | Friedgen, Kim           | Joyal, Michelle Marie   | Malec, Nicole B.             |
| Clary, William B.        | Froberg, Anne           |                         | Mandile, Michael J.          |

- Manero, Kenneth M.  
 March, Jeffrey  
 Marr, Shannon Lee  
 Matheson, Patricia Anne  
 Matheson, Wendy J.  
 McAlister, William  
 McBreen, Karen E.  
 McBride, Virginia  
 McDonough, Debra Ann  
 McGuinness, Timothy  
 McHenry, Kenneth Bruce  
 McIlhatten, Thomas  
 McKenna, Theresa  
 McPadden, Ellen J.  
 McQueen, Rosemarie A.  
 Mecewitz, Colynda  
 Mercado, Suzette M.  
 Merkh, James R.  
 Metcalf, Doriot Lynne  
 Michael, Lorinda  
 Miller, Alice T.  
 Miller, David M.  
 Mills, James E.  
 Miner, Robert H.  
 Mitchell, Alison  
 Morbeck, Marina L.  
 Morris, William H.  
 Morrison, Deanna Lynn  
 Morse, Brenda L.  
 Mott, Craig H.  
 Mulholland, Jeffrey  
 Munro, Matthew  
 Munroe, Mary Clare  
 Murphy, Elaine  
 Murphy, Kimberly E.  
 Murphy, Marie M.  
 Murphy, Susan C.  
 Nelson, Eric A.  
 Newcombe, Donald A.  
 Newton, Charles L.  
 Nichols, Dale G.  
 Nicoll, James B.  
 Niskanen, Walter L.  
 Nordstrom, Elizabeth
- O'Connor, LRobert  
 O'Donoghue, Patrick J.  
 O'Grady, Daniel J.  
 Oka, Ann M.  
 O'Neal, Jonathan  
 Ormsby, Lauren Therese  
 Oskirko, Joan  
 Pacheco, Ernesto Gaston  
 Page, Madelyn  
 Pallies, Ann P.  
 Paquette, Yvonne M.  
 Park, Karen Elizabeth  
 Pasik, Ronald  
 Patterson, Jennifer Lynne  
 Patterson, Stephen  
 Peterson, Carol Ann  
 Phillips, Lisa A.  
 Phillips, Michelle  
 Phillips, Patrick  
 Pogue, Timothy J.  
 Powers, Catherine A.  
 Prendiville, Karen  
 Preston, Janeen Faye  
 Priets, Cheryl Ann  
 Purvis, David D.  
 Quadri, Michael  
 Quebec, Cheryl Ann  
 Quist, Coral Ann  
 Quinn, Jonathan S.  
 Quinn, Lisbeth C.  
 Raftery, William N.  
 Raposo, Marc Steven  
 Rawlinson, Victoria F.  
 Reaves, Nicholas O.  
 Rey, Deborah Susan  
 Richards, Johanna Carol  
 Richards, Charles  
 Ridlon, Diane Emily  
 Rigby, David B.  
 Ritz, Patricia Marie  
 Robbertz, Anthony  
 Robbertz, Paul  
 Robinson, Linda J.
- Roche, John P.  
 Romaine, Barbara S.  
 Roman, Jamie Lee  
 Rose, Nancy L.  
 Royle, Douglas  
 Russell, Heidi E.  
 Russo, Joan  
 Ryan, Kathleen  
 Salzmänn, Denise  
 Salzmänn, Joanne  
 Sandock, Deborah G.  
 Santarelli, John  
 Savage, Regina A.  
 Schoch, Peter B.  
 Schwartz, Margaret Wendell  
 Schwettman, Janet Lynne  
 Seatter, James  
 Seifer, Susanna  
 Sette, Diane E.  
 Sheehan, Susan  
 Sherry, Son Hui  
 Shippen, Kathryn Leah  
 Shuppert, Carol J.  
 Skestone, Dianne Marie  
 Skinger, Grace L.  
 Slepetz, Amy D.  
 Smillie, Pamela L.  
 Smith, Brian Dale  
 Smith, Carol E.  
 Smith, Kathryn  
 Smith, Linda D.  
 Smith, Mary-Alice  
 Smith, Paul S.  
 Smith Stephen M.  
 Snyder, Jeffrey  
 Spurr, Richard M.  
 Stanton, Patricia Jean  
 Steeves, Elizabeth  
 Sterndale, Peter L.  
 Stevenson, Elizabeth C.  
 Stewart, Frederick  
 Stewart, Janet E.  
 Stone, John  
 Stutman, Michael
- Sullivan, Jane A.  
 Sweeney, Joyce E.  
 Sweeney, Theresa Marie  
 Taber, Cynthia Ann  
 Tannuzzo, David C.  
 Tatem, Marjorie Lee  
 Tear, Timothy  
 Thompson, Janice  
 Thompson, Robert J.  
 Tompkins, Kathleen  
 Trainor, Eugene F.  
 Trotter, Jeffrey  
 Turner, Mark  
 Turner, Tammy Nell  
 Underhill, Beth A.  
 Vanderhoof, Heidi F.  
 Varno, Victoria  
 Vernau, Lesley A.  
 Vervoort, L Renee M.  
 Vickery, Pamela A.  
 Von Jess, David F.  
 Vorce, James P.  
 Waldron, Janet S.  
 Walsh, Patricia Corinne  
 Watkins, David  
 Watkins, James H., III  
 Wells, Kenneth L.  
 Wespiser, Kathleen M.  
 White, Constance Marie  
 White, Laurence  
 White, Pamela  
 White, Paul  
 Williams, Jon D.  
 Winnette, Jodie  
 Wirtenson, Laurene  
 Willam, Kirsten E.  
 Woodward, Loralyn M.  
 Worthley, Todd  
 Wright, Robin E.  
 Yelverton, Thomas  
 Young, John K.



# Acton-Boxborough Regional School District

## Treasurer's Report, June 30, 1977

Balance, June 30, 1976		\$ 888,999.99
Receipts, 7/1/76-6/30/77:		
Town of Acton	\$3,487,185.00	
Town of Boxborough	324,754.00	
State Aid for Construction	442,073.17	
Rentals	7,380.73	
Chapter 71, s. 16D	437,412.90	
Occupational Education, C. 74, s.9	2,055.00	
Chapter 766	112,468.00	
Chapter 71, s. 16C, Transportation Reimbursement	149,667.00	
Miscellaneous	9,127.42	
Federal Tax	493,719.40	
State Tax	152,911.50	
Teachers' Retirement	137,802.20	
County Retirement	27,085.43	
Accident-Health Insurance	1,244.27	
Tax Annuities	46,476.88	
M.T.A. Credit Union	68,483.56	
Suburban Credit Union	1,492.68	
Acton Education Association	15,898.99	
Blue Cross/Blue Shield	18,009.19	
Group Life Insurance	2,732.58	
Title II - Library	1,597.50	
P.L. 93-380, Library Learning Resource	3,638.42	
Title I - P.L. 874	76,981.17	
P. L. 93-380, Project Challenge	30,000.00	
Summer School	6,160.00	
ABRHS Library	481.55	
Community Education	80,620.41	
Community Education, Humanities	5,770.00	
School Athletic Fund	4,512.97	
School Lunch Fund	192,310.77	
Interest	39,463.02	
Total Receipts		<u>\$6,379,515.71</u>

### Disbursements 7/1/76-6/30/77:

Estimated Receipts	\$ 30.00
Federal Tax	493,719.40
State Tax	152,911.50
Teachers' Retirement	159,880.63
County Retirement	27,267.04
Accident-Health Insurance	1,261.92
Tax Annuities	46,957.58
M.T.A. Credit Union	68,483.56
Suburban Credit Union	1,492.68
Acton Education Association	15,898.99
Blue Cross/Blue Shield	16,641.49
Group Life Insurance	2,674.50
Maintenance and Operation	4,231,202.43
ABRHS Library Security System	15,936.00
Construction	4,144.02
Title II - Library	1,773.98
P.L. 93-380, Library Learning Resource	3,634.87
Title IV-B, P.L. 93-380	1,235.42

P. L. 93-380, Project Challenge .....	24,046.63	
P. L. 89-10, Occupational Competence .....	1,656.49	
Summer School .....	5,672.75	
ABRHS Library .....	139.00	
Community Education .....	71,720.97	
Community Education, Humanities .....	5,577.96	
School Athletic Fund .....	96,059.28	
School Lunch Fund .....	191,439.78	
Interest on Debt .....	136,185.00	
Payment on Principal .....	710,000.00	
Interest .....	50.66	
Tailings .....	10.00	
Total Disbursements .....		\$6,487,704.53
Balance, June 30, 1977.....		509,889.25
Total .....		\$6,997,593.78

Priscilla Felt  
Treasurer

## Minuteman Regional Vocational Technical School District

Now in its fourth year of operation, Minuteman Regional Vocational Technical School is continuing to expand the services it is providing for thousands of junior and senior high school students and adults, town officials, business and industry in its 12 district towns.

During 1977:

- 1202 high school students received job training as well as an academic education during the regular day program at Minuteman.
- 52 adults from the district took advantage of Minuteman's offer to let them receive job training on a space available basis in the regular day program. (This did not involve any additional cost to the school since the adults were only placed in shops where there was space and no extra teachers were hired.)
- 726 junior and senior high school students from public and private schools in the district came to Minuteman after school two days a week to receive hands-on experience in the school's 26 shops and learn about a variety of occupations.
- 283 adults and older students received job training through Minuteman's new Regional Occupational Program (ROP), set up in cooperation with local businesses.
- 979 adults took courses in Minuteman's Adult Education Program and Middlesex Community College began offering courses four nights a week at Minuteman.

- 300 families and individuals used Minuteman's swimming pool regularly on weekends and several evenings a week through membership in a self-supporting swim club. Recreation departments and high schools from the 12 towns also used the pool for special programs and swim team practice sessions.
- 87 organizations used Minuteman's facilities (12 of these on a regular basis) resulting in use of the building by two or more outside groups every evening during the week for the entire 1977 school year.

Learning to deal with the public is an important part of the education of all Minuteman students. This ties in perfectly with the school's philosophy of public service. Hundreds of people from surrounding communities visit the school every day, year round, to take advantage of a restaurant, shopping mall, beauty shop, nursery school, service station, auto body shop, printing shop, bakery, flower shop and catering service all run by Minuteman students and open to the public.

During 1977:

- 22,000 people visited the Fife and Drum Restaurant and shopping Mall.
- Minuteman graphic arts students produced hundreds of design and printing jobs for schools, town departments and non-profit organizations in district towns.
- auto body students completely rejuvenated a fire truck for the town of Lincoln.



- health occupations students in the Community Service Aide program spent for mornings a week assisting senior citizens at Greeley and Vynebrook Villages in Lexington with shopping and also providing home care and working on craft projects with them.
- carpentry students made signs for the Boxborough Town Hall and for Troop A Headquarters of the Massachusetts State Police. They also built a conference table for the Belmont Town Hall and built new mounts for one of the cannons in front of the Belmont Town Hall 1976.

Minuteman will graduate its first class in June, 1978, providing area business and industry with a large group of skilled potential employees. During 1977 fifty-five Minuteman seniors began working off campus through the school's cooperative work experience program. This program makes it possible for seniors to work in the field for which they are being trained full-time every other week during the time these students would normally be in their vocational shops. In this way, two students working full-time during alternate weeks equal one full-time employee for a company.

Many of the students now on coop will continue working for their present employers after graduation. The other Minuteman graduates who do not plan to go on to college or some other form of advanced training will be assisted in finding jobs by Minuteman's Work Experience Coordinator. It is expected that more than 90 percent of Minuteman's June 1978 graduates will be placed in jobs, continue their education or enter the military.

Minuteman's services to its own students have also expanded in other ways.

During 1977:

- new programs in art, music, photography, plastics and packaging were added to the curriculum. The packaging technology program was set up in cooperation with the Package Machine Manufacturers Institute of America and is the only program in New England training people to repair and install packaging machinery. As a result there will be many jobs awaiting graduates of this program.

- a new Math Lab was opened to help students with a history of failure in math by offering them a variety of teaching materials and methods to help them master the basics.
- increased services were offered to students and staff by the school's library and audio visual department. (One of the requirements for graduation from Minuteman is proficiency in library skills.)
- a new Career Center was opened by the Guidance Department for use by Minuteman day students as well as those enrolled in after school and evening programs. A key element of the Center is a computer terminal linked with the New England Occupational Information System which provides information concerning schools, financial aid, job prospects in various careers and qualifications needed to enter these careers.
- Minuteman received national recognition on a prime time television special for its service to handicapped students. The program was called "Including Me" and was shown throughout the United States over the Public Broadcasting System.

Minuteman Tech is proud to be meeting the needs of a growing number of people from the 12 communities which built the school. To those who have not yet visited the school and taken advantage of the many services it offers, an invitation goes out from the staff and students.

The shopping mall is open from 10 a.m. until 2 p.m. daily; the Fife and Drum Restaurant is open Tuesday through Friday from 11 a.m. until 1 p.m. The Beauty Shop Tuesday through Friday from 11:15 a.m. until 1:30 p.m. Tours of the building are usually scheduled for Fridays, but may be arranged at other times by contacting the Dean of Students.

Financial and Enrollment Data follow this report:

The Minuteman Regional Vocational School Committee would like to close this report with a note of appreciation to former members Lawrence A. Oviatt of Sudbury, General Richard F. Zeoli of Lexington, and Lydia A. Smith of Concord who concluded their service on the Committee during 1977.

Acton, Charles E. Courtright  
 Arlington, Rico A. Merluzzo, Chairman  
 Belmont, Henry L. Hall, Jr.  
 Boxborough, John J. Shimkus  
 Carlisle, Kenneth L. Bilodeau  
 Concord, Kenneth Mariner, Jr.  
 Lexington, Robert C. Jackson  
 Lincoln, Ruth W. Wales, Vice-Chairman  
 Stow, George G. Cormier, Secretary  
 Sudbury, Thomas A. Welch  
 Wayland, Frederick L. Heinrich  
 Weston, Annette DiStefano

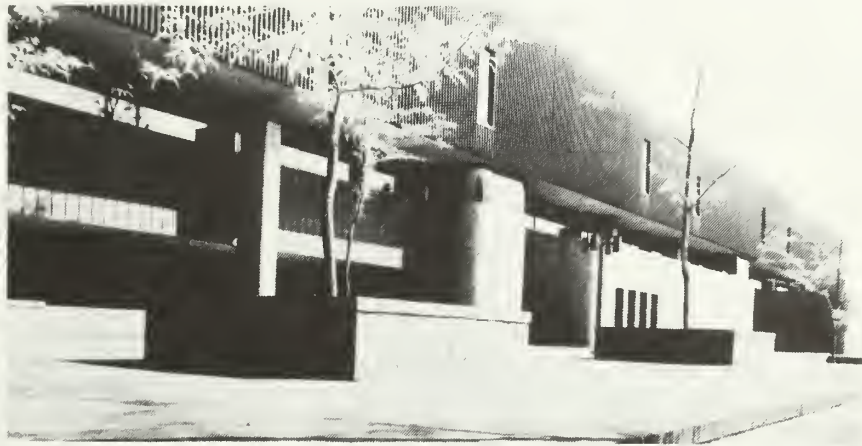
*Minuteman Regional Vocational  
 Technical School Committee*



## Minuteman Regional Vocational Technical School District

**Assessment for operating and capital costs for 7/1/77 to 6/30/78 based on the number of students from each town attending minuteman on 10/1/76, as a percentage of the total number of students, per Section V (C) of agreement.**  
**Assessment for special operating costs based on Section IV (F) of agreement.**

	%	OPERATING	+	SPECIAL OPERATING	+	CAPITAL (DEBT)	=	ASSESSMENT
ACTON	11.295%	282,795		\$ 13,740		\$ 62,695		\$ 359,230
ARLINGTON	29.016	726,480		25,768		161,058		913,306
BELMONT	8.912	223,132		10,631		49,467		283,230
BOXBOROUGH	2.694	67,450		1,492		14,954		83,896
CARLISLE	1.347	33,725		1,564		7,477		42,766
CONCORD	5.492	137,504		7,436		30,485		17,425
LEXINGTON	15.648	391,782		33,666		86,857		512,305
LINCOLN	2.902	72,658		2,504		16,108		91,270
STOW	4.767	119,354		2,058		26,458		147,870
SUDBURY	9.948	249,070		7,414		55,218		311,702
WAYLAND	7.150	179,016		8,857		39,687		227,560
WESTON	.829	20,756		5,135		4,601		30,492
<b>TOTALS</b>	<b>100%</b>	<b>\$2,503,722</b>	<b>+</b>	<b>\$120,265</b>	<b>+</b>	<b>\$555,065</b>	<b>=</b>	<b>\$3,179,052</b>



### Minuteman Tech Enrollment Statistics As of October 1, 1977

	Gr. 9	Gr. 10	Gr. 11	Gr. 12	PG	Total
Acton	35	37	35	33	3	143
Arlington	82	94	72	88	10	346
Belmont	27	19	36	33	5	120
Boxborough	9	4	4	12	0	29
Carlisle	2	2	6	2	1	13
Concord	13	14	17	20	4	68
Lexington	29	37	35	71	20	192
Lincoln	4	7	12	7	2	32
Stow	16	16	16	9	1	58
Sudbury	29	28	25	31	3	116
Wayland	15	22	16	29	3	85
Weston	3	5	1	3	0	12
<b>Total</b>	<b>264</b>	<b>285</b>	<b>275</b>	<b>338</b>	<b>52</b>	<b>1214</b>
Tuition	8	18	9	3	-	38
Metco			2			2
<b>Grand Total</b>	<b>272</b>	<b>303</b>	<b>286</b>	<b>341</b>	<b>52</b>	<b>1254 + Special Program</b>



MINUTEMAN REGIONAL VOCATIONAL TECHNICAL SCHOOL DISTRICT  
ACTUAL EXPENDITURES JULY 1, 1976 - JUNE 30, 1977

	SALARIES	CONTRACTED SERVICES	SUPPLIES	OTHER	TOTAL
1100 School Committee	\$ 6,236	\$ 5,039	\$ 14	\$ 658	\$ 11,947
1200 Superintendent - Director	94,728	9,221	4,711	25,062	133,722
2100 Supervision	56,631	--	2,426	2,181	61,238
2200 Principal's Office	100,165	5,162	9,896	3,924	119,147
2300 Teaching:					
Building Trades	60,481	5,809	12,674	--	78,964
Commercial Service	154,019	--	15,037	--	169,056
Electronics	45,913	--	9,830	248	55,991
Graphics	105,707	--	36,432	55	142,194
Allied Health	70,145	70	4,665	166	75,046
Metals Fabrication	95,049	--	21,269	--	116,318
Power Mechanics	71,009	314	56,299	--	127,622
Technology	28,304	--	5,617	186	34,107
Communications/Human Relations	205,926	--	14,083	--	220,009
Math	72,638	--	5,438	--	78,076
Science	68,251	--	12,581	--	80,832
Physical Ed/Athletics	43,436	--	7,584	--	51,020
Driver Ed	11,690	--	1,020	--	12,710
Special Education	172,564	23,489	20,723	676	217,452
Undistributed Expenses	--	--	18,768	--	18,768
Occupational Competency	15,811	--	--	--	15,811
Faculty Clerks, Substitutes, Aides	14,698	22,855	--	--	37,553
Total Teaching	1,235,641	\$52,537	\$242,020	\$1,331	\$1,531,529
2400 Text Books	--	--	25,586	--	25,586
2500 Library	60,916	--	13,586	46	74,548
2600 Audio Visual	--	500	9,769	235	10,504
2700 Guidance	110,691	2,311	3,376	3,376	119,516
3200 Health Services	15,760	1,855	1,516	75	19,206
3300 Transportation	--	322,726	377	--	323,103
3400 Food Service	3,750	--	--	--	3,750
3510 Athletic Services	10,550	6,048	19,029	81	35,708
4000 Operation & Maintenance:					
Custodial Services	81,950	17,657	13,480	204	113,291
Heating of Building	--	68,996	--	--	68,996
Utility Service	--	203,206	--	--	203,206
Maintenance	25,992	--	--	--	25,992
Maintenance of Grounds	--	2,050	397	--	2,447
Maintenance of Building	--	18,177	6,766	--	24,943
Maintenance of Equipment	--	33,549	--	--	33,549
Employee Retirement Services	--	--	--	--	--
Insurance	--	--	--	24,717	24,717
Rental/Land & Buildings	--	22,497	--	82,707	105,204
Civic Activities	--	--	--	--	--
Fixed Assets	--	176	--	691	867
Debt Retirement	--	--	--	15,096	15,096
Regular - Evening Programs	5,874	625	377	--	6,876
Vacation - Summer School	17,002	14,925	967	--	32,894
Adult Education	4,144	--	2,479	1,511	8,134
Unallocated to Departments	--	--	--	10,930	10,930
8000 TOTAL	\$1,850,050	\$78,257	\$556,534	\$1,890,725	\$4,864,546
Reserve for Encumbrances					
1200 Contracted Services	\$ 1,046	4130 Utilities	20,734		
2300 Salaries	104,053	5200 Insurance	5,443		
2500 Contracted Services	5,916	Misc Accounts Payable less			
2500 Supplies	6,830	than \$1,000 each	2,522		
2500 Supplies	1,291				
2700 Salaries	4,626	TOTAL	\$150,461		

# Financial Reports





## Board of Assessors

During 1977, the Board of Assessors held regular meetings on the first Tuesday of each month at 4:30 PM. In addition, there were many extra meetings in conjunction with the equalization program. These meetings included public information hearings, progress reports to the Selectmen, and discussions with Town Boards, Civic Groups and other concerned individuals. Up to December 5th, the last date abatements may be filed and acted upon, approximately 800 abatement requests were filed. Many have been acted upon and meetings will continue through January 1978 to act on all requests. The Board has granted personal hearings to all citizens who requested them. Many of the hearings were requested due to a lack of information or misunderstanding as to the methods used to compute the assessments.

As a first step, and in general, the Board is well-pleased with the overall results of the computer program. The Board has made comparisons of many newly-assessed properties which have sold in 1977, and we have been pleased with the assessment sales ratios, the majority falling in a plus or minus 5%. Several areas, such as old

homes, raw land, wetlands, and higher priced homes, need further review and the Board will be asking for additional funds to rerun the entire town through the computer in 1978. We will thus be able to add further information, such as 1977 sales, percentage of wetlands in the properties, possibly additional neighborhoods and any other new information obtained at abatement hearings. The Board feels that this program should be continued for the next two or three years so that any inequities will be eliminated and that one goal of equal and fair values for all properties will be realized.

In conclusion, the Board feels that Ralph Dodge and his assistants and Accu-Rate have done an excellent job in equalizing the Town's assessments. Many on site inspections have been done during the abatement process. The Board also appreciates the interest and help given by individuals and town groups in evaluating the results of the program, and we hope that we may continue to receive this assistance.

Richard W. Remmy, *Chairman*  
 Lorens A.A. Persson, *Clerk*  
 David J. Allen, *Member*  
 Ralph E. Dodge, *C.M.A., Assessor*



## Report of the Town Treasurer & Town Collector

There has been a succession of three Treasurer-Collector's serving the Town of Acton during the past three years (as of April 1978). This was due to the retirement of Wm. Henry Soar, and the termination of his successor in September 1977, and my appointment to the position of Treasurer-Collector in November 1977. These circumstances have had an impact on the continuity of long range planning of the office.

During my employment interview with the Town Manager and members of the Board of Selectmen I proposed that my efforts, if selected, would place heavy emphasis on cash management, automating the Treasurer-Collector's office, developing procedures to be followed by the staff for daily operation, and special emphasis on an aggressive collection effort.

As of this report's submission date (December 21,

## BONDED TOWN DEBT

The following consolidated schedule reflects the funded town debt as at June 30, 1977.

All principal and interest payments have been made when due:

Interest Rate and Bond Issue Town & Lower Schools Only	Original Bonded Amount	Unpaid Principal Balance	Unpaid Interest Payments	Total Bonded Liability
3.6% Merriam School	600,000	30,000	540	30,540
3.6 Merriam School	240,000	10,000	180	10,180
3.5 Douglas School	725,000	315,000	49,612	364,612
4.1 Gates School	1,145,000	605,000	136,428	741,428
5.7 Conant School	1,625,000	1,112,000	446,880	1,566,880
5.7 D.P.W. Building	265,000	60,000	3,420	63,420
4.4 D.P.W. Building	320,000	125,000	5,390	130,390
5.0 Conservation Land	407,000	202,120	19,536	345,375
5.0 Sanitary & Septic		112,880	10,839	
4.2 McCarthy-Towne School	750,000	750,000	150,570	900,570
4.2 Conservation & Recre.	<u>118,000</u>	<u>118,000</u>	<u>15,708</u>	<u>133,708</u>
Total Original Bonded Amt.	6,195,000			
Total Unpaid Principal Amt.		3,448,000		
Total Unpaid Interest Amt.			839,103	
Total Bonded Liability				<u>4,287,103</u>



1977), measurable progress has been accomplished. We have reduced our operating cash accounts from 49 to 10. This will be further reduced. We are evaluating cash registers in the municipal environment. We have had the twenty banks that the Town has worked with in for a sales presentation on what Acton can offer banks and what we want in the way of services in return. We are applying for a full-time CETA clerk to help us in our collection effort. I have taken tax title on 75 properties that had not paid fiscal 1976 property taxes. Work is progressing to take tax title on unpaid fiscal 1977 property taxes in the first quarter of 1978. My Deputy Collector is aggressively pursuing delinquent motor vehicle

excise and personal property tax residents. We are going the route of having the privilege of possession of a driver's license suspended for those motor vehicle owners who don't pay their tax to us on a timely basis. Interest is being charged in all cases where any tax is not received on time. This includes real estate.

Following are reports required to be part of the Annual Report. I welcome your comments and questions by phone and letter, but especially on a person-to-person basis.

Geoffrey M. Weaver  
Town Treasurer & Town Collector



Town of Acton  
Trust Fund Accounts  
As of June 30, 1976 and June 30, 1977

Trust Fund Number	Name of Account	Principal Amount	Unexpended Balance	Account Total	Income Received Amount	Authorized Expenditures Amount	Annual Yield	Principal Amount	Unexpended Balance	Account Total
T-1	Acton High School Library Fund	4,000	424	4,424	340	(618)	7.7%	4,000	145	4,145
T-2	Acton Firemen's Relief Fund	9,570	15,362	24,932	1,775	-	7.1	9,570	17,137	26,707
T-3	George T. Ames Cemetery Fund	465	257	722	40	(290)	5.5	465	7	473
T-4	Arlette Appleyard Cemetery Fund	2,000	862	2,862	205	(48)	7.2	2,000	1,020	3,019
T-5	Betsy M. Ball Charity	10,095	19,913	30,008	2,195	-	7.3	10,095	22,108	32,203
T-6	Cemetery Perpetual Care	155,960	86,954	242,914	19,988	(13,105)	8.2	155,960	93,837	249,797
T-7	A. B. Conant Family Cemetery	1,000	716	1,716	122	-	7.1	1,000	838	1,837
T-8	1975 Celebration Committee	---	958	958	75	(1,033)	7.8	-	-	-
T-9	Conservation Commission	---	86,880	86,880	4,837	(10,866)	5.6	-	80,851	80,851
T-10	Dr. Robert I. Davis Cemetery	1,000	664	1,664	80	-	4.8	1,000	744	1,744
T-11	Martha G. Desmond Cemetery	3,000	794	3,794	280	(50)	7.4	3,000	1,024	4,024
T-12	Eldridge Jones Robbins Cemetery Lot	1,000	304	1,304	96	-	7.4	1,000	400	1,400
T-13	Eldridge J. Robbins Cemetery Lot	1,500	673	2,173	155	(108)	7.1	1,500	720	2,220
T-14	Capt. Robbins Cemetery Lot	2,500	1,333	3,833	276	-	7.2	2,500	1,609	4,109
T-15	E. R. Robbins, Fred L. Robbins and Ames Memorial	21,210	10,994	32,204	2,254	(1675)	7.0	21,210	11,573	32,783
T-16	Elizabeth M. White Charity	25,000	13,415	38,415	2,706	(1,414)	7.0	25,000	14,707	39,707
T-17	Georgia E. Whitney Mem. Lib. & Education Fund	15,000	7,227	22,227	1,580	(1,705)	7.1	15,000	7,102	22,102
T-18	Georgia E. Whitney Charity	14,074	1,239	15,313	1,165	(600)	7.6	14,074	1,804	15,878
T-19	Georgia E. Whitney Cemetery	1,500	1,182	2,682	154	(265)	5.7	1,500	1,071	2,571
T-20	Frank C. Hayward Cemetery	1,000	1,590	2,590	172	(21)	6.6	1,000	1,741	2,741
T-21	Holt & Scott, Cemetery	500	443	943	56	-	5.9	500	499	999
T-22	Mrs. Harry O'Neil	372	187	559	31	-	5.5	372	218	590
T-23	Frank R. Knowlton Cemetery	1,000	629	1,629	116	(43)	7.1	1,000	702	1,702
T-24	Luke Blanchard Cemetery	2,419	1,291	3,710	225	(86)	6.1	2,419	1,430	3,849
T-25	H. S. Raymond Monument Care	700	1,226	1,926	105	-	5.5	700	1,331	2,031
T-26	Henry S. Raymond Cemetery	2,000	1,841	3,841	217	(109)	5.6	2,000	1,949	3,949
T-27	Susan Noyes Hosmer Cemetery	102,239	19,520	121,759	9,444	-	7.8	102,239	28,964	131,203
T-28	The Varnum Tuttle Memorial	10,000	12,406	22,406	1,525	-	6.8	10,000	13,931	23,931
T-29	J. Roland Weatherbee Cemetery	10,000	11,779	21,779	1,434	(422)	6.6	10,000	12,791	22,791
T-30	Wilde Memorial Library & Education	27,985	11,273	39,258	2,470	(2132)	6.3	27,985	11,611	39,596
T-31	Sarah Albertie Watson Cemetery	2,500	1,830	4,330	250	(234)	5.8	2,500	1,846	4,346
T-32	West Acton Firemen's Relief	---	2,139	2,139	161	-	7.5	-	2,300	2,300
T-33	Carrie F. Wells Cemetery	3,000	2,927	5,927	388	(176)	6.5	3,000	3,139	6,139
T-34	Jenks Family Charitable, Cemetery	47,074	8,434	55,508	4,105	(1,163)	7.4	47,074	11,376	58,450
T-35	Mary E. Smith Cemetery	2,000	309	2,309	169	(42)	7.3	2,000	436	2,436
T-36	Ernest C. Jones Cemetery	1,000	122	1,122	84	(18)	7.5	1,000	188	1,188
T-37	Acton Youth Program	21,074	2,500	23,574	1,830	-	7.8	21,074	4,330	25,404
T-38	Acton Historical Society	---	19,955	19,955	540	(20,495)	-	-	-	-
T-39	Acton Stabilization	---	---	---	---	-	-	-	-	-
T-40	James E. Kinsley	1,000	36	1,036	56	-	5.4	1,000	92	1,092
		504,737	350,588	855,325	61,700	56,718	7.2%	504,737	355,570	860,307

## TOWN OF ACTON

## RECEIPTS

Account Number	Classification	1976-1977 Fiscal Year Amount	1975-1976 Fiscal Year Amount	1974-1975 Fiscal Year Amount
1-1	Taxes Property	8,979,282	7,692,683	6,983,092
1-2	Tax Title - Redemptions	641	1,753	566
1-3	Taxes - Farm Animals	4	487	277
1-4	Taxes - Forest Products	-	276	386
1-5	Taxes - Lie Taxes	-	2,359	-
1-6A	Taxes - Corp	101,988	103,016	25,987
1-7A	Taxes - State Local Aid Fund	1,522,450	1,419,173	1,664,872
2-8	Licensed Permits - Alcoholic Bev.	23,740	24,250	17,715
2-9	Bldg. Department - Permits	15,649	12,041	8,726
2-9	Fire Department - Permits Licenses	123	106	62
2-9	Board of Health	13,193	8,631	7,559
2-9	Police Department - Licenses Permits	391	693	1,790
2-9	Selectmen Licenses	2,917	1,680	2,195
2-10	Fines and Forfeits	12,698	9,051	28,729
4-11	Grants - Federal Revenue	151,170	283,655	195,123
4-12	U. S. Treasurer - Int. Rev. Share	9,389	10,437	10,945
4-13	Entitlements - Title II Antirecession	27,424	-	-
4-14	Income Earned - Title II Antirecession	659	-	-
4-17	Grants Federal School I.L. 374	42,162	29,445	21,283
4-25	State Treasurer - School Trans.	-	161,169	237,583
4-26	Grants State Vocational Education	-	8,139	454
4-27	Grants State Food Service	49,926	37,982	112,043
4-29	State Treasurer Bldg. Assistance	162,888	142,280	12,454
4-31	State Treasurer School Disadvantage	10,506	15,520	-
4-35	Grants - State - School	3,942	45,652	-
4-41	Grants State Highway	254,651	194,374	89,362
4-42	State Treasurer - Conservation	249,192	-	186,917
4-43	State Treasurer - Library Aid	5,539	7,246	8,253
4-45	State Treasurer - Other	6,149	46,469	143,726
4-46	Grants for County - Dog Fund	7,822	2,362	2,473
5-50	All other General Revenue Tailings	-	-	13,063
5-51	General Revenue - All Other	-	52	1,917
6-53	Special Assessments - Street Sidewalk	1,455	2,969	-
6-54	Special Assessments - All Other	467	1,134	-
7-55	Motor Vehicle Excise	857,976	736,075	768,868
8-59	Departmental Selectmen	-	1,208	75
8-62	Departmental Collector	9,473	6,609	2,892
8-63	Board of Assessors	75	38	191
8-66	Town Clerk	4,619	4,356	3,280



Account Number	Classification	1976-1977 Fiscal Year Amount	1975-1976 Fiscal Year Amount	1974-1975 Fiscal Year Amount
8-69	Public Works	-	-	234
8-73	Departmental - Planning Board	2,374	4,608	119
8-75	Departmental - Zoning Board of Appeals	1,350	800	450
8-80	Police off Duty Fee - Services	17,778	23,575	32,477
8-81	Fire Department - Ambulance	4,627	-	-
8-84	Sealer of Weights and Measures	418	484	433
8-87	Public Health Nursing	34,619	23,172	15,973
8-93	Health - Sanitation (HONEY POT)	12,075	13,025	-
8-96	Highways - 8-D - General	300	1,862	-
8-97	Highways - 8-D- State and County	-	3,004	-
8-101	Highways - All Other	2,725	227	3,485
8-109	Verteran's Service - Reimbursement	211	625	1,276
8-114	School Department tuition	406	-	-
8-115	School Tuition - other municipalities	14,970	13,513	10,681
8-117	Departmental School 8-G	402	1	-
8-118A	School Misc Rent of Facilities	1,489	3,042	4,436
8-118B	School Misc Food Service	96,577	102,414	127,028
8-118F	School 8-G - Misc. Fire Loss Insurance	-	41,358	-
8-118H	School 8-G - Misc. Other	15	81	-
8-119	Library Citizens	264	278	171
8-119	Library Wilde	9,819	9,584	6,510
8-120	Recreation	37,076	38,141	34,468
8-122	Unclassified 8K sale of real estate	1	-	-
8-123	Rental of Municipality Property	1,085	43,033	790
8-124A	Unclassified 8K Youth Commission	-	1,970	-
8-124B	Unclassified Misc. Bicentennial Comm.	701	1,865	7,964
8-124C	Conservation Commission	222	100	21,493
10-129	Cemeteries Sale of Lots and Graves	4,025	2,950	1,650
10-130	Cemeteries Care of Lots and Graves	20	-	923
10-131	Cemeteries Misc.	10,874	6,351	5,217
11-132	Interest on Deposits	32,867	12,558	7,864
11-133	Interest on Taxes and Assessments	60,972	23,073	13,979
11-135	Interest on Investment Funds	-	31,473	30,482
11-136	Interest on Public Trust Funds	-	-	71,966
11-137	Interest - Misc. Stabilization Fund	35	299	-
12-141	Municipal Indebtedness premiums	746	529	158
12-146	Agency - Dog Licenses	3,418	3,410	3,671
14-157	Agency - Deposit for Services	11,750	4,386	1,750
14-148	Agency - Tailings	-	220	-
14-150	Trust - Perpetual Care	33,057	14,423	70,047
14-151	Trust - Other Public Trust Funds	43,714	105,481	106,450
15-158A	Refunds General Depts. Gen. Govt	44,977	216	48,261
15-158B	Refunds General Depts. Public Safety	760	-	963

Account Number	Classification	1976-1977 Fiscal Year Amount	1975-1976 Fiscal Year Amount	1974-1975 Fiscal Year Amount
15-158D	Refunds General Depts. Highway	1,704	606	376
15-158F	Refunds - General Depts Veterans Benefits	-	-	395
15-158G	Refunds - General Depts - Schools	1,628	18,030	253
15-158H	Refunds - General Depts. Libraries	-	-	301
15-158I	Refunds - General Depts - Recreation	-	24	-
15-158K	Refunds - General Depts - Unclassified	-	13	-
15-161	Refunds - General Depts - Accrued Interest	2,025	1,922	1,680
Sub Total: Ordinary Revenue Receipts		13,021,636	11,566,101	11,197,197
Annual Percentage Changes		(12.6%)	(3.3%)	( - )
12-138	Municipal Indebtedness	2,086,000	1,082,000	315,000
14-149	Employee Payroll Deductions	1,352,222	1,139,645	1,111,176
14-153	Certificates of Deposit	-	2,825,000	3,095,000
Totals		\$ 16,459,858	16,612,746	15,718,373

## Town Accountant

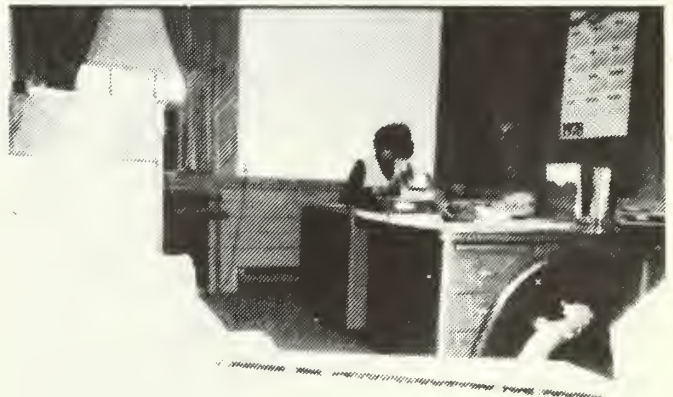
I am pleased to submit to the Taxpayers of Acton my second annual report.

The Accounting Office has grown substantially over the past two years. The Taxpayers should be pleased with the Town's Mini Computer. We have completely automated the Town's Accounting System. We are providing the same service for the Acton-Boxborough Regional School. The Accounting Department also generated the 1978 Personal Property Tax Bills and we hope to provide more services for the Assessors, Planning Board, Town Clerk and Treasurer/Collector in the near future.

My job has been made easier by the cooperation received from the various Boards, Departments, Commissions and Committees during the past two years. It is my pleasure to provide the necessary accounting services to the Town and be a part of Acton's Management Team.

The following is the Town of Acton's Balance Sheet as of June 30, 1977, and Cash Disbursements for the Fiscal Year beginning July 1, 1976 and ending June 30, 1977.

W. Roy Wetherby  
Town Accountant



Acton's new computer system is based in the Town Accountant's office.



LIABILITIES AND RESERVE

Cash:			Payroll Deductions:		
Petty	\$ 270.00		Insurance, Health	\$ 5,452.39	
General	2,094,809.74		Insurance, Life	725.09	
Federal Revenue Sharing	170,921.62		Insurance, Other	460.95	
Federal Antirecession	<u>28,082.99</u>	\$ 2,294,084.35	Insurance, Annuities	4,716.54	
			Retirement	<u>40,279.72</u>	\$ 51,634.69
Accounts Receivable:			Gurrantee Deposits:		
Levy of 1966:			Board of Appeals	1,699.70	
Personal Property	496.35		Performance Bonds	10,000.00	
Levy of 1967:			Performance Bonds (Forfeited)	<u>7,102.77</u>	18,802.47
Personal Property	520.80				
Levy of 1968:			Agency:		
Personal Property	306.00		Cemetery Perpetual Care	15,200.00	
Levy of 1969:			State Sale Taxes	49.14	
Personal Property	462.00		County Dog Licences	390.45	
Levy of 1970:			Eminint Domain:		
Personal Property	926.65		William Livingston	474.52	
Levy of 1971:			Harriet Davis	3,317.02	
Personal Property	783.00		Eveline White	11,635.26	
Levy of 1972:			Amasa Davis	11,871.82	
Personal Property	308.23		A & R Katz	65,202.69	
Levy of 1973:			Trust Fund Income	<u>450.32</u>	108,591.22
Personal Property	1,884.75				
Real Estate	215.08		Tailing:		
Levy of 1974:			Unclaimed Checks		8,541.75
Personal Property	334.43				
Real Estate	(234.38)		Revolving Fund:		
Levy of 1975:			School Lunch		17,729.61
Personal Property	2,146.32				
Real Estate	2,816.92		Premium on Loans		1,275.49
Levy of 1976:					
Personal Property	(79.61)		Federal Grants:		
Real Estate	117,500.73		School:		
Levy of 1977:			PL 874, Title I	95,110.06	
Personal Property	12,247.09		PL 815	819.68	
Real Estate	<u>536,902.92</u>	677,537.28	Title I Project #76-002-055	1,158.01	
			Title II Library, 1972	7.60	
Street Betterments 1977	156.29		Title II Library, 1973	.20	
Committed Interest-1967	1,120.54		Title II Library, ESEA	.93	
Street Betterments 1977	79.99		Title IV PL 93-380	<u>1,892.41</u>	98,988.89
1976 Special Real Estate	465.63				
Chapter 497 Section 61	<u>198.09</u>	\$ 2,020.54	Public Law #92-512 Revenue Sharing		170,921.62
			Antirecession		28,082.99
Motor Vehicle Excise:					
Levy of 1965	377.40		State Grants:		
Levy of 1966	483.58		Magnet Education-Ch 636, Sec. 8	1.00	
Levy of 1967	1,116.16		Bicentennial Development, Ch 686 of 1974	<u>772.00</u>	773.00
Levy of 1968	529.19				
Levy of 1969	994.30		Gifts:		
Levy of 1970	3,390.22		Drum Tricentennial	123.78	
Levy of 1971	14,093.22		Knowltoo Hosmer Memorial	<u>100.00</u>	223.78
Levy of 1972	39,982.93				
Levy of 1973	80,624.26		Appropriatioo:		
Levy of 1974	97,821.05		Un-incumbered Funds (See Schedule A)	509,695.68	
Levy of 1975	52,348.78		Incumbered Funds	<u>9,319.64</u>	519,015.32
Levy of 1976	97,921.86				
Levy of 1977	<u>236,826.72</u>	626,509.67	Overestimates, 1977: -		
			State:		
Tax Title and Possessions:			Air Pollutioo Control	56.01	
Tax Title	3,966.72		Recreation	<u>3,891.68</u>	3,947.69
Tax Possessions	<u>793.72</u>	4,760.44			
			Cemetery Land Fund		10,579.35
Farm Animal Excise:					
Levy of 1976		14.88	Receipts Reserved for Appropriation:		
			State Aid for Library	5,538.75	
Tax In Litigation		1,116.64	County-Dog Licences	2,361.54	
			Road Machinery Fund	<u>1,167.02</u>	9,067.31
Aid to Highway:					
State	150,436.95		Appropriations, 1978		12,551,467.26
County	<u>17,504.48</u>	167,941.43			
Departmental:			Tax Title Foreclosure		335.00
Fire	642.75		Overlay Reserve for Abateements:		
Cemetery	847.00		Levy of 1966	259.19	
School	<u>4,385.07</u>	5,874.82	Levy of 1967	126.87	
			Levy of 1968	306.00	
Health Insurance:		4,021.39	Levy of 1969	40.39	
			Levy of 1970	926.65	
Unprovided for or Overdrawn Accounts:			Levy of 1971	783.00	
Underestimates-1976:			Levy of 1972	308.23	
State:			Levy of 1973-1974	1,945.20	
Special Education	1,419.00		Levy of 1975	3,007.00	
Mosquito Control	<u>3,746.26</u>	5,165.26	Levy of 1976	(20,012.06)	
			Levy of 1977	<u>27,650.92</u>	15,341.39
County: Tax	56,406.68		Surplus		379.75
Hospital	<u>9,556.28</u>	65,962.96	Reveoue Reserved Until Collected:		
			Special Assessment: Street Betterments	2,020.54	
1977:			Motor Vehicle Excise	626,509.67	
Judgements Ch.44 Section 31	<u>18,000.00</u>	18,000.00	Tax Title and Tax Possession	4,760.44	
			Fram Animal Excise	14.88	
Public Law 92-512, Transfer Authorized, 1978		250,000.00	Taxes io Litigation	1,116.64	
			Aid to Highway	167,941.43	
Conservation Fund Transfer Authorized, 1978		60,000.00	Departmental	5,874.82	
			Health Insurance	<u>4,021.39</u>	812,259.81
Anti-Recession Transfer Authorized, 1978		27,720.64			
			Reserve of Petty Cash		270.00
Revenue 1978	<u>11,814,138.52</u>				
			Surplus Revenue		<u>1,596,640.43</u>
Total Assets	\$ 16,024,868.82		Total Liabilities and Reserves		\$ 16,024,868.82

# TOWN OF ACTON BALANCE SHEET

## June 30, 1977

DEFERRED REVENUE ACCOUNTS

Appropriated Street Assessment not Due	\$ 12,117.26	\$
Appropriated Street Assessment Revenue:		
Due in 1976	1,150.32	
Due in 1977	1,150.32	
Due in 1978	1,150.32	
Due in 1979	1,050.32	
Due in 1980	1,050.32	
Due in 1981	1,050.32	
Due in 1982	729.40	
Due in 1983	729.40	
Due in 1984	729.32	
Due in 1985	597.76	
Due in 1986	454.91	
Due in 1987	454.91	
Due in 1988	454.91	
Due in 1989	454.91	
Due in 1990	454.91	
Due in 1991	454.91	
	<u>\$ 12,117.26</u>	<u>\$ 12,117.26</u>

LOANS AUTHORIZED - NOT ISSUED

Authorized:		
Art. 1 5/15/74 Conservation Ch 40. Sec. 8c	\$ 221,000.00	\$
Art. 11 5/12/75 Kennedy Landfill Purchase	360.00	
Art. 12 5/12/75 Septage Disposal Kennedy Land	736.00	
Art. 26 4/12/77 Purchase Fire Truck	35,000.00	
Not issued:		
Art. 1 5/15/74 Conservation Ch. 40 Sec. 8c	221,000.00	
Art. 11 5/12/75 Kennedy Landfill Purchase	360.00	
Art. 12 5/12/75 Septage Disposal Kennedy Land	736.00	
Art. 26 4/12/77 Purchase Fire Truck	35,000.00	
	<u>\$ 257,096.00</u>	<u>\$ 257,096.00</u>

SCHEDULE A

3/ 9/58	Art.	39 Archives Committee	\$ 754.05	
3/13/67	"	32 Emergency Operation Center	1,000.00	
3/ 9/70	"	62 Mt. Hope Cemetery Improvements	892.00	
3/ 8/71	"	46 Main St. and Pope Road Land	4,006.00	
3/ 8/71	"	54 90 Construction Central Street	5,292.60	
5/13/72	"	54 90 Construction Central Street	30,800.00	
3/12/73	"	27 90 Construction Central Street	30,800.00	
3/12/73	"	34 Development Town Land for Recreation	8,462.42	
6/18/73	"	10 School Maintenance Equipment Storage	85.62	
5/13/74	"	22 90 Construction Central Street	30,800.00	
5/13/74	"	24 Sidewalk Construction	8,809.63	
5/13/74	"	32 Great Hill Recreation	12,651.34	
5/13/74	"	44 Mt. Hope Cemetery Roads	2,051.50	
5/13/74	"	45 Cemetery Planning (Woodlawn & Mt. Hope)	19,000.00	
12/ 3/74	"	13 Plans Studies Refuse Disposal	13,033.33	
5/12/75	"	10 Surplus Government Property	672.72	
5/12/75	"	11 Landfill Purchase Kennedy	12,172.53	
5/12/75	"	14 Sewage Disposal Construction	64.68	
5/12/75	"	16 Ambulance E.M.S. Programs	7,009.54	
5/12/75	"	17 School Zone Establish	76.00	
5/12/75	"	18 McCarthy Town Renovation	518.69	
5/12/75	"	20 Construction or Road Improvement	5,798.00	
5/12/75	"	21 Construction or Road Improvement	40,598.00	
5/12/75	"	22 Drainage Project Ch 825	214.75	
5/12/75	"	23 Mass. Bay Transportation Authority (MBTA)	366.23	
5/12/75	"	31 Town Hall Renovations	273.76	
5/12/75	Art.	41 Jenks Land Purchase for Recreation Conser.	41.50	
5/12/75	"	42 Putnam Land Purchase for Recreation Cons.	29.64	
5/12/75	"	46 Eastern Mortgage Co. Land Purchase for Recreation & Conservations	416.00	
10/20/75	"	6 Preliminary Plans New Town Hall	4,369.41	
10/20/75	"	8 McCarthy Town Reconstruction	15,367.60	
10/20/75	"	15 Computerization of Assess Valuation	1,653.54	
10/20/75	"	16 Commuter Parking Facility Land Purchase	61.00	
4/14/76	"	3 MBTA Commuter Rail Service	2,986.89	
4/14/76	"	4 MBTA Commuter Rail Service	15,000.00	
4/12/76	"	10 Chapter 90 Road Construction	6,431.80	
4/12/76	"	11 Chapter 90 Road Construction	40,598.00	
4/12/76	"	12 Sidewalk Construction	4,000.00	
4/12/76	"	13 Purchase New Vehicles	15,164.83	
4/12/76	"	16 Septage Disposal Area	8,063.09	
4/12/76	"	17 Waste Water Study	70,000.00	
4/12/76	"	26 Purchase Bean Land	166.04	
8/ 9/76	"	2 Renovation, Police Station	1,241.59	
8/ 9/76	"	3 By-laws Revision	1,944.30	
11/15/76	"	1 Parking Lot South Acton	90,957.06	
2/28/77	"	1 School Zone, Hayward Road	4,000.00	
Total Outstanding Articles			<u>\$ 509,695.68</u>	

DEBT ACCOUNTS

Net Funded or Fixed Debt	\$ 3,448,000.00	\$
Inside the Debt Limit		
Florence A Merriam Elem. Sch.	10,000.00	
Public Works Facility	60,000.00	
Highway Dept. Equipment	125,000.00	195,000.00
Outside the Debt Limit		
Florence A Merriam Elem. Sch.	30,000.00	
Elm St. Douglas Elem. Sch.	315,000.00	
Gates Spruce St. School	605,000.00	
Minot Ave Conant Elem. Sch.	1,120,000.00	
Land Acquisition Bond	315,000.00	
Land Acquisition Bond	118,000.00	
McCarthy Town School Renovation	750,000.00	3,233,000.00
	<u>\$ 3,448,000.00</u>	<u>\$ 3,448,000.00</u>

TRUST ACCOUNTS

Trust Funds-Cash & Securities in Custody of Treasurer	\$ 860,747.01	\$
Custody of Trustee	3,000.00	
In Custody of Town Treasurer (See Schedule B)		860,747.01
On Custody of Trustees-Charlotte Goodnow Fund		<u>1,000.00</u>
	<u>\$ 863,747.01</u>	<u>\$ 863,747.01</u>

SCHEDULE B

Charity Funds:		
Betsey M. Ball	\$	32,203.28
Elizabeth M White T-16		39,707.24
Georgia E Whitney T-18		15,878.37
Varnum Tuttle Memorial T-28		23,931.99
Cemetery Funds:		
George T Ames T-3		473.37
Arlette Appleyard T-4		3,019.58
Perpetual Care T-6		249,797.21
A. B. Conant Family T-7		1,837.77
Dr. Robert I Davis T-10		1,744.10
Martha L. Desmond T-11		4,024.74
Elbridge Jones Robbins & Desc. T-12		1,400.60
Elbridge J. Robbins Lot Woodlawn T-13		2,220.19
Captain Robbins Lot Woodlawn T-14		4,109.61
Ethel R. Robbins, Fred Robbins & George T Ames T-15		32,783.60
Georgia E. Whitney T-19		2,571.62
Frank C. Hayward T-20		2,741.95
Hoit & Scott T-21		999.79
Mrs. Harry O'Neil T-22		99D. 10
Frank R Knowlton T-23		1,702.69
Luke Blanchard T-24		3,869.24
Henry S. Raymond Monument T-25		2,031.28
Henry S. Raymond Care T-26		3,969.01
Susan Noyes Hosmer T-27		131,201.24
J. Roland Wetherbee T-29		22,791.99
Sarah A Watson T-31		4,946.23
Carrie F Wells T-33		6,139.29
Jenks Family T-34		38,450.94
Mary E. Smith T-35		2,436.28
Ernest C. Jones T-36		1,183.13
Library & Educational Funds:		
Acton High School Conant Fund T-1		4,145.72
Wilde Memorial T-30		40,011.67
Georgia E Whitney Memorial T-17		22,102.29
Firemen's Relief Funds:		
Acton T-2		4,101.38
West Acton T-32		2,300.99
Conservation Fund T-9		80,811.73
Acton Youth Programs Fund T-37		27,606.61
James E Kinsley		1,092.60
Total Trust Accounts in Custody of Town Treasurer	\$	<u>860,747.01</u>



STATEMENT OF APPROPRIATIONS AND DISBURSEMENTS  
JULY 1, 1976 to JUNE 30, 1977

<u>WARRANT BUDGET ITEM</u>	<u>APPROPRIATED OR AVAILABLE</u>	<u>DISBURSED</u>	<u>BALANCE</u>
General Government:			
Moderator			
1. Salary	\$ 300.00	\$ 220.00	\$ 80.00
2. Expenses	20.00	0.00	20.00
Finance Committee			
3. Expenses	150.00	146.48	3.52
Selectmen			
4. Salaries	36,810.00	35,971.23	838.77
5. Expenses	27,351.20	27,351.20	0.00
6. Capital Outlay	3,110.75	3,110.75	0.00
7. Legal Services	23,905.72	23,905.72	0.00
8. Legal Expenses	1,090.17	1,090.17	0.00
9. Appraisals & Surveys	350.12	125.00	225.12
10. Out of State Travel	1,592.64	1,592.64	0.00
Town Office Clerical Staff			
11. Salaries	148,612.00	146,601.32	2,010.68
Engineering Department			
12. Salaries	70,074.12	70,074.12	0.00
13. Expenses	5,087.88	4,357.16	730.72
Town Accountant			
14. Salary	17,195.00	17,184.81	10.19
15. Expenses	16,500.00	16,500.00	0.00
Town Treasurer & Collector			
16. Salary	16,261.00	16,243.88	17.12
17. Expenses	12,500.00	12,497.46	2.54
Town Assessors			
18. Salaries	20,881.00	20,810.92	70.08
19. Expenses	7,225.00	6,884.42	340.58
Town Clerks			
20. Salary	6,893.00	6,752.23	140.77
21. Expenses	900.00	858.78	41.22
Election & Registrations			
22. Salaries	9,975.00	9,274.04	700.96
23. Expenses	8,105.00	5,902.71	2,202.29

<u>WARRANT BUDGET ITEM</u>	<u>APPROPRIATED OR AVAILABLE</u>	<u>DISBURSED</u>	<u>BALANCE</u>
Planning Board			
24. Salaries	\$ 11,849.00	\$ 11,839.20	\$ 9.80
25. Expenses	11,300.00	8,306.62	2,993.38
Personel Board			
26. Expenses	100.00	35.00	65.00
Board of Appeals			
27. Expenses	400.00	362.33	37.67
Conservation Commission			
28. Salaries	4,828.40	4,828.40	0.00
29. Expenses	700.00	692.90	7.10
Archives Committee			
30. Expenses	145.00	110.52	34.48
Public Ceremonies & Celebration			
31. Expenses	2,500.00	2,006.85	493.15
Buildings & Grounds			
32. Salaries	21,111.00	15,215.29	5,895.71
33. Utilities	51,217.20	45,254.55	5,962.65
34. Expenses	22,800.00	17,953.61	4,846.39
Town Report Committee			
35. Expenses	7,000.00	6,682.57	317.43
Youth Commission			
36. CODE	8,000.00	7,999.92	.08
37. Expenses	8,500.00	5,885.95	2,614.05
Historical Commission			
38. Expenses	200.00	193.66	6.34
Council on Aging			
39. Expenses	<u>6,015.00</u>	<u>5,700.76</u>	<u>314.24</u>
Total General Government	591,555.20	560,523.17	31,032.03
Protection of Persons and Property:			
Police Deaprtment			
40. Regular Salaries	319,237.00	309,942.09	9,294.91
41. Other Salaries	125,027.00	111,508.65	13,518.35
42. Expenses	24,552.00	24,542.80	9.20
43. Capital Outlay	2,645.00	2,645.00	0.00
Fire Department			
44. Regular Salaries	436,589.00	435,334.34	1,254.66
45. Other Salaries	142,232.00	141,321.98	910.02
46. Expenses	34,265.20	34,265.20	0.00
47. Capital Outlay	644.80	600.00	44.80



<u>WARRANT BUDGET ITEM</u>	<u>APPROPRIATED OR AVAILABLE</u>	<u>DISBURSED</u>	<u>BALANCE</u>
Sealer of Weights	\$	\$	\$
48. Salaries	697.00	697.00	0.00
49. Expenses	65.00	18.16	46.84
Insect Pest Control			
50. Salaries	4,703.00	4,330.93	372.07
51. Expenses	6,585.00	5,418.05	1,166.95
Town Forest Committee			
52. Expenses	100.00		100.00
Tree Department			
53. Salaries	6,940.00	6,550.82	389.18
54. Expenses	11,600.00	10,058.25	1,541.75
Insepctor of Wires			
55. Expenses	4,000.00	1,750.75	2,249.25
Inspector of Gas & Pipes			
56. Expenses	3,000.00	1,135.50	1,864.50
Building Commission			
57. Salaries	33,778.00	33,530.75	247.25
58. Expenses	2,700.00	2,065.78	634.22
Dog Officer			
59. Salary	1,267.00	1,267.00	0.00
60. Expenses	500.00		500.00
Building Committee			
61. Expenses	75.00	0.00	75.00
Civil Defense			
62. Expenses	2,500.00	2,314.54	185.46
Town Utilities			
63. Hydrant Rental	38,690.00	37,865.00	825.00
64. Street Lights	<u>53,000.00</u>	<u>43,597.05</u>	<u>9,402.95</u>
Total Protection of Persons & Property	1,255,392.00	1,210,759.64	44,632.36
Highways:			
Highway Department			
65. Salaries	200,825.00	194,896.42	5,928.58
66. Overtime Snow	25,000.00	24,531.98	468.02
67. Expenses	63,420.22	63,352.89	67.33
68. Drainage	25,000.00	24,950.31	49.69
69. Snow & Ice Control	77,000.00	76,499.11	500.89
70. Machinery Expenses	45,022.12	45,022.12	0.00
71. Gas & Diesel Fuel	47,572.16	47,572.16	0.00

<u>WARRANT BUDGET ITEM</u>	<u>APPROPRIATED OR AVAILABLE</u>	<u>DISBURSED</u>	<u>BALANCE</u>
Highway Department Cont'd	\$	\$	\$
72. Secondary Road Maintenance	66,435.00	66,434.54	.46
73. Primary Road Maintenance	30,880.00	30,880.00	0.00
74. Capital Outlay	<u>5,905.00</u>	<u>5,117.27</u>	<u>787.73</u>
Total Highway	587,059.50	579,256.80	7,802.70
Health and Sanitation:			
Board of Health			
75. Salaries	54,178.00	52,049.70	2,128.30
76. Expenses	38,575.00	33,009.41	5,565.59
77. Garbage Collection	30,992.88	30,992.88	0.00
Inspector of Animals			
78. Salary	180.00	180.00	0.00
79. Expenses	30.00	0.00	30.00
Plumbing Inspector			
80. Expenses	<u>2,550.00</u>	<u>2,090.50</u>	<u>459.50</u>
Total Health & Sanitation	126,505.88	118,322.49	8,183.39
Cemeteries:			
81. Salaries	58,240.00	58,238.43	1.57
82. Expenses	15,225.00	15,174.03	50.97
83. Capital Outlay	<u>1,500.00</u>	<u>1,497.94</u>	<u>2.06</u>
Total Cemeteries	74,965.00	74,910.40	54.60
Recreation:			
84. Salaries	67,651.00	59,263.32	8,387.68
85. Expenses	30,000.00	28,662.90	1,337.10
86. Capital Outlay	<u>2,400.00</u>	<u>1,995.00</u>	<u>405.00</u>
Total Recreations	100,051.00	89,921.22	10,129.78
Veteran's Services:			
87. Salary	5,953.00	5,760.45	192.55
88. Expenses	275.00	58.08	216.92
89. Aid	<u>30,000.00</u>	<u>14,951.07</u>	<u>15,048.93</u>
Total Veterans Aid	36,228.00	20,769.60	15,458.40
Pensions:			
90. Pension Fund	<u>169,338.90</u>	<u>169,333.90</u>	<u>0.00</u>
Total Pension	169,338.90	169,338.90	0.00



<u>WARRANT BUDGET ITEM</u>	<u>APPROPRIATED OR AVAILABLE</u>	<u>DISBURSED</u>	<u>BALANCE</u>
Insurance:	\$	\$	\$
91. Group Health Insurance	180,183.98	180,183.98	0.00
92. Other Insurance	54,522.12	54,522.12	0.00
93. Insurance Advisor	<u>1,500.00</u>	<u>1,500.00</u>	<u>0.00</u>
Total Insurance	236,206.10	236,206.10	0.00
Maturing Debt and Interest Town Govern:			
Highway Department Building			
94. Maturing Debt	30,000.00	30,000.00	0.00
95. Interest	4,275.00	4,275.00	0.00
Highway Equipment			
96. Maturing Debt	65,000.00	65,000.00	0.00
97. Interest	6,930.00	6,930.00	0.00
Conservation			
98. Maturing Debt	58,880.00	58,880.00	0.00
99. Interest	12,077.62	12,077.62	0.00
Land Fill			
100. Maturing Debt	33,120.00	33,120.00	0.00
101. Interest	6,498.00	6,498.00	0.00
Parking Lot			
102. Maturing Debt	25,000.00	25,000.00	0.00
103. Interest	1,000.00	785.76	214.24
Anticipation of Revenue Notes			
104. Interest	<u>9,474.38</u>	<u>3,430.83</u>	<u>6,043.55</u>
Total Maturing Debt and Interest	252,255.00	245,997.21	6,257.79
Libraries:			
Memorial Library			
105. Salaries	113,578.00	110,242.51	3,335.49
106. Expenses	25,500.00	25,458.50	41.50
107. Books	30,000.00	29,999.62	.38
108. Capital Outlay	580.00	580.00	0.00
West Acton Library			
109. Salaries	7,622.02	7,197.96	424.06
110. Expenses	<u>2,145.00</u>	<u>2,145.00</u>	<u>0.00</u>
Total Libraries	179,425.02	175,623.59	3,801.43

<u>WARRANT BUDGET ITEM</u>	<u>APPROPRIATED OR AVAILABLE</u>	<u>DISBURSED</u>	<u>BALANCE</u>
Local Schools:	\$	\$	\$
Local Schools			
111. Operating Expenses	3,487,908.61	3,458,261.28	29,647.33
112. Blanchard Auditorium Expenses	<u>37,793.00</u>	<u>33,511.22</u>	<u>4,281.78</u>
Total Local Schools	3,525,701.61	3,491,772.50	33,929.11
Maturing Debt & Interest Local Schools:			
McCarthy Town School			
113. Maturing Debt	5,500.00	5,472.22	27.78
114. Interest	18,750.00	10,003.89	8,746.11
Merriam School			
115. Maturing Debt	40,000.00	40,000.00	0.00
116. Interest	2,160.00	2,160.00	0.00
Douglas School			
117. Maturing Debt	35,000.00	35,000.00	0.00
118. Interest	11,640.00	11,637.50	2.50
Gate School			
119. Maturing Debt	60,000.00	60,000.00	0.00
120. Interest	26,035.00	26,035.00	0.00
Conant School			
121. Maturing Debt	80,000.00	80,000.00	0.00
122. Interest	66,120.00	66,120.00	0.00
Teachers Summer Pay			
123. Maturing Debt	105,000.00	105,000.00	0.00
124. Interest	<u>6,300.00</u>	<u>6,300.00</u>	<u>0.00</u>
Total Maturing Debt & Interest Local Sch.	456,505.00	447,728.61	8,776.39
Regional Schools:			
125. Operating Budget	3,158,362.00	3,108,193.00	50,169.00
126. Debt	263,222.00	263,222.00	0.00
127. Teachers Summer Pay	<u>115,770.00</u>	<u>115,770.00</u>	<u>0.00</u>
Total Regional School Maturing Debt	3,537,354.00	2,487,185.00	50,169.00
Vocational Schools:			
Minuteman Vocational School			
128. Operating Budget	265,770.00	265,770.00	0.00
129. Debt & Interest	70,187.00	70,187.00	0.00
Other Vocational Schools			
130. Tuition and Transportation	<u>11,946.10</u>	<u>11,946.10</u>	<u>0.00</u>
Total Vocational Schools	347,903.10	347,903.10	0.00
Total Appropriation Disbursed	11,476,445.31	11,256,218.33	220,226.98



## SPECIAL ARTICLES

T.M. DATE	ART. NO.	PURPOSE	APPROPRIATED OR AVAILABLE	DISBURSED	BALANCE
6/24/57	6	Civil Defense Power Unit	\$ 300.00	\$ 300.00	\$ 0.00
3/ 9/58	39	Archives Commission	792.75	38.70	754.05
3/ 8/71	54	90 Construction Central St.	30,800.00	25,507.40	5,292.60
3/12/73	19	West Acton Library Improvements	18.10	18.10	0.00
5/13/74	24	Sidewalk Construction	9,114.73	305.10	8,809.63
5/13/74	32	Great Hill Recreation	79,894.55	67,243.21	12,651.34
5/13/74	44	Mt. Hope Cemetery Roads	3,000.00	948.50	2,051.50
12/ 3/74	10	Treasurer & Collector and Accountant Salaries	1,860.23	1,860.23	0.00
5/12/75	10	Surplus Government Property	1,056.72	384.00	672.72
5/12/75	13	Land Fill Construction	738.30	738.30	0.00
5/12/75	14	Sewage Disposal Construction	86.14	21.46	64.68
5/12/75	16	Ambulance E.M.S. Program	9,976.68	2,967.14	7,009.54
5/12/75	22	Drainage Projects	13,598.74	13,383.99	214.75
5/12/75	31	Town Hall Renovations	3,152.86	2,879.10	273.76
10/20/75	6	Preliminary Plans New Town Hall	12,000.00	7,630.59	4,369.41
10/20/75	8	McCarthy Towne Reconstruction	468,919.24	453,551.64	15,367.60
10/20/75	15	Computerization of Assessed Val.	25,629.17	23,975.63	1,653.54
4/14/76	3	MBTA Commuter Rail Service	5,000.00	2,013.11	2,986.89
4/12/76	10	Road Construction and Improvements	6,500.00	68.20	6,431.80
4/12/76	13	Purchase New Vehicles	23,850.00	8,685.17	15,164.83
4/12/76	14	Purchase Fire Alarm Vehicle	21,000.00	20,992.86	7.14
4/12/76	16	Septage Disposal Area	26,500.00	18,436.91	8,063.09
4/12/76	21	Community Education	7,381.00	7,381.00	0.00
4/12/76	26	Purchase Bean Land-Bond-Cons Pur	18,000.00	17,833.96	166.04
4/12/76	28	Conservation Land Purchase, Bridges Property	100,000.00	100,000.00	0.00
8/ 9/76	1	Fire Damage Renovation Gates Sch	44,093.00	44,093.00	0.00
8/ 9/76	2	Renovation, Police Station	4,060.00	2,818.41	1,241.59
8/ 9/76	3	Professional Service Revision Zoning By-Laws	5,795.00	3,850.70	1,944.30
11/15/76	1	Park Facilities So. Acton	95,000.00	4,042.94	90,957.06
2/28/77	2	Unpaid Bills	2,080.12	2,080.12	0.00
Total Special Articles			1,020,197.33	834,049.47	186,147.86

## OTHER DISBURSEMENTS:

## Refunds:

	AMOUNT	AMOUNT
1973 Real Estate Tax Refunds	\$ 8,125.11	\$
1974 Real Estate Tax Refunds	10,521.17	
1975 Real Estate Tax Refunds	22,846.09	
1976 Real Estate Tax Refunds	25,768.07	
1977 Real Estate Tax Refunds	6,227.96	
1971 Motor Vehicles Excise Tax Refund	13.70	
1972 Motor Vehicles Excise Tax Refund	55.70	
1973 Motor Vehicles Excise Tax Refund	95.60	
1975 Motor Vehicles Excise Tax Refund	1,381.80	
1976 Motor Vehicles Excise Tax Refund	10,794.52	
1977 Motor Vehicles Excise Tax Refund	2,275.91	
Keizer Conservation Land Taking	18,000.00	
Insurance Recovery	442.47	
Vendor Refund Recovery	50.50	
Historical Society	20,494.94	127,093.54

	<u>AMOUNT</u>	<u>AMOUNT</u>
Trust Fund Transfers:		
Conservation	\$ 8,186.35	\$
Celebration	711.63	
George Ames	6.35	
Arlette Appleyard	60.45	
Perpetual Care	12,814.69	
A. B. Conant Family	20.00	
Dr. Davis	28.35	
M. Desmond Fund	56.60	
Robbins & Family	20.00	
E. Robbins	114.10	
Robbins & Ames Memorial	1,675.00	
Elizabeth White Charity	1,414.46	
George Whitney Memorial	1,705.10	
George Whitney Charity	600.00	
George Whitney Cemetery	271.49	
Frank Haward	48.85	
Hoit & Scott	28.00	
Mrs. Harry O'Neil	13.00	
Frank R Knowlton	49.35	
Luke Blanchard	91.60	
Henry Raymond Monument	50.00	
Henry Raymond Cemetery	128.55	
Hosmer Fund	1,283.44	
J. Roland Wetherbee	440.10	
Memorial Library	1,698.01	
Sarah Watson	240.99	
Carrie Wells	182.65	
Jenk Family	1,182.15	
Mary & Charle Smith	42.00	
Ernest Jones	30.35	
Conant H. S. Library	<u>618.12</u>	33,811.73
Payroll Withholdings:		
Federal Tax	727,537.02	
State Tax	235,428.62	
County Retirement	85,197.83	
Teachers Retirement	87,025.33	
Teachers School Insurance	1,788.05	
Group Life Insurance	4,057.32	
Health Insurance	30,645.95	
Court Judgements	348.00	
Suburban Credit Union	28,196.00	
M T A Credit Union	32,115.00	
Dues, Fire	2,358.00	
Dues, Highway	1,088.00	
Dues, MTA	14,935.04	
Teacher's Annuities	52,655.78	
Deferred Compensation	<u>6,780.00</u>	1,310,155.94
Agency:		
Board of Appeal Deposits	596.70	
Performance Bond, Deposits	7,950.00	
Performance Bond, Parlin Road	1,200.00	
Cafeteria Revolving Fund	155,368.48	
Police Off Duty Details	15,859.99	
Other Off Duty Details	95.00	
Dog License To Middlesex County	<u>3,433.70</u>	184,503.87

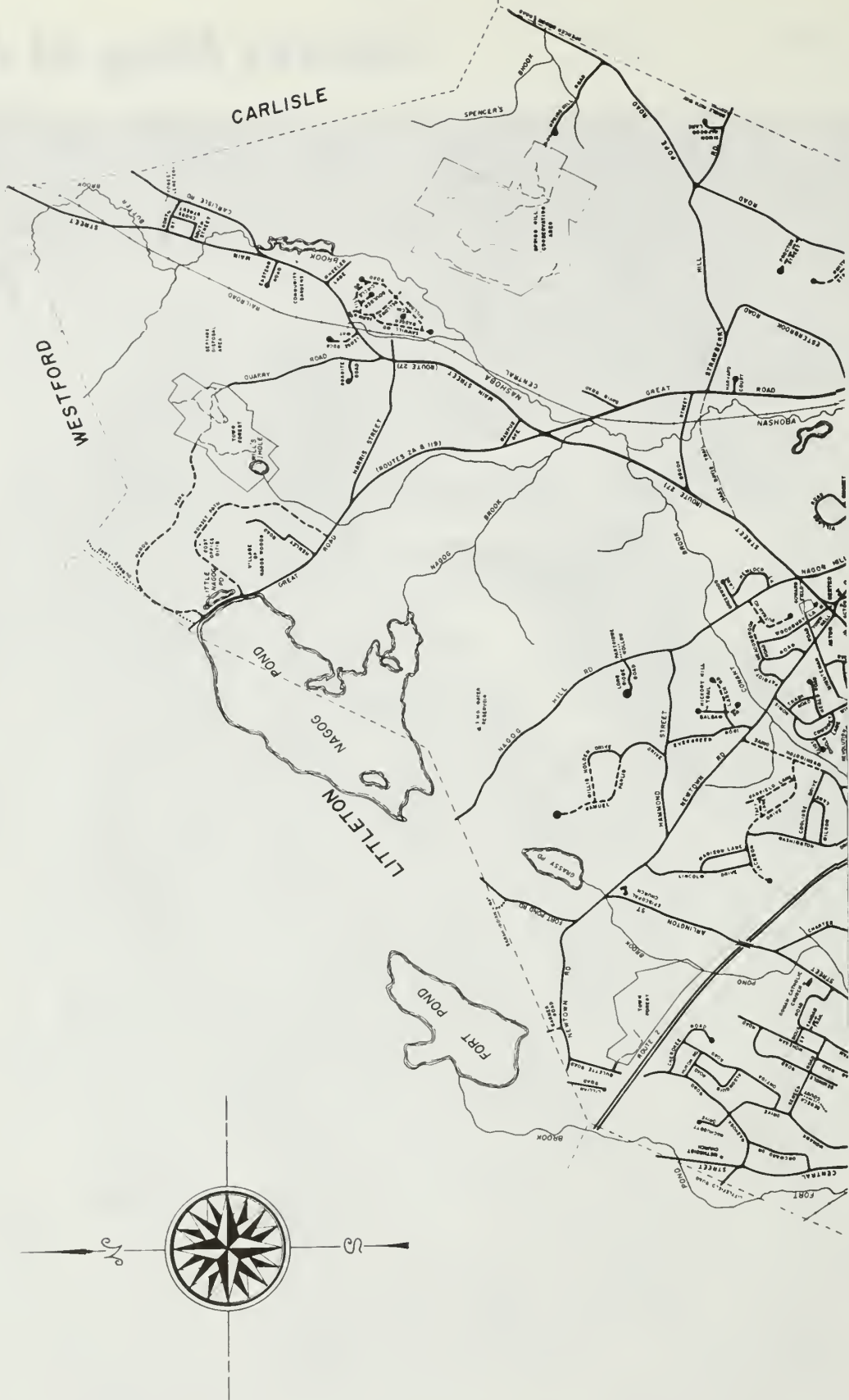


	<u>AMOUNT</u>	<u>AMOUNT</u>
Federal Funds:		
Title I, Pro 76-002-0058	\$ 4,714.99	\$
Title I, Pro 77-002-155	21,727.99	
Title II, Library ESEA	1,708.99	
Title IV, PL 93-380	2,049.92	
Title IV, PL 93-380	<u>255.17</u>	30,457.06
State and County Assessments:		
County Tax	447,268.85	
Air Pollution Control	1,318.59	
Mosquito Control	10,575.26	
State Recreation Areas	69,471.48	
Audit Municipal Accounts	1,346.42	
Metro Area Planning	2,662.34	
Motor Vehicle Excise Bills	2,499.00	
Group Insurance Elderly	532.57	
County Hospital	<u>14,246.63</u>	549,921.14
Temporary Debt:		
B.A.N. McCarthy Town	1,000,000.00	
B.A.N. Conservation	118,000.00	
T.A.N. In Anticipation of Revmue	<u>750,000.00</u>	1,868,000.00
Debt and Interest on Tax Levy		<u>24,828.00</u>
Total Cash Disbursement		<u>\$16,219,039.08</u>

# Street Map of Acton





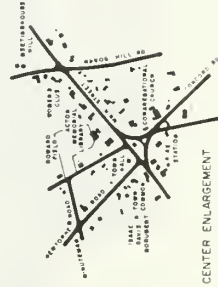


STREET MAP  
OF THE TOWN OF  
ACTON, MASSACHUSETTS

TOWN OF ACTON, ENGINEERING DEPARTMENT  
SCALE 1"=1200' MARCH 17, 1977



GRAPHIC SCALE



LEGEND

- PRIVATE WAYS
- PRIVATE, UNACCEPTED ROADS APPROVED UNDER THE SUBDIVISION CONTROL LAW
- TRAILS





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NOTES

# **A Guide to Open Town Meeting**

The OPEN TOWN MEETING has been Acton's legislative body since colonial times. All registered voters in the town are eligible to come together annually to conduct town business, appropriate funds and give direction to town boards and departments. This meeting is called the ANNUAL TOWN MEETING and may continue for several evenings (each evening being designated a session of the town Meeting) until all business is concluded. A SPECIAL TOWN MEETING may be called by the Selectmen at any other time of the year if it becomes necessary.

## **PROCEDURES**

**WARRANT** - Prior to Town Meeting every household receives a copy of the Town WARRANT, which contains the ARTICLES, or items of business, to be acted upon by the voters. The Warrant for Annual Town Meeting contains two parts: (1) Election Day information and (2) the Articles, including the Budget for the coming fiscal year. Articles may be placed on the Warrant by the Selectmen, Town Committees or by a petition signed by registered voters.

**ELECTIONS** - Nonpartisan ELECTIONS for Selectmen, School Committee, Housing Authority, Moderator and Library Trustees are held on the first Monday of Annual Town Meeting.

**VOTING** - Most Articles are decided by a majority vote unless otherwise specified by statute or bylaw. The Moderator may call for a voice or hand vote. If the outcome is in doubt, the Moderator will call for an official count of the vote, which is known as a TELLER VOTE. A two-thirds vote is required for amendments to the Zoning Bylaws, the taking of land by eminent domain and for bond issues. Unless unanimous, these votes are counted by the Tellers.

**AMENDMENT** - An AMENDMENT to the Article under discussion may be offered by any voter. The Amendment is passed by a simple majority and must be voted upon before debate of the original Article is taken up again.

**DEBATE** - DEBATE is limited to the motion under discussion. There is no time limit on debate, although the Moderator may ask that the speakers avoid repetition and keep their remarks brief.

**PREVIOUS QUESTION** - A voter may close debate by MOVING THE PREVIOUS QUESTION. This motion is not debatable. If a two-thirds vote is obtained, the Article under discussion is immediately put to a vote.

**LAY ON THE TABLE** - If, after an Article has been moved and seconded and debate has begun, someone wishes to postpone the final vote, he may move to LAY IT ON THE TABLE. A simple majority is needed both to place it "on the table" and to put it back on the floor for final action. This motion is not debatable.

**TAKE NO ACTION** - All Articles appearing in the Warrant must be acted upon before the Town Meeting can adjourn. A motion to TAKE NO ACTION may be made by the sponsor of an Article if a change in circumstances since the preparation of the Warrant makes it unnecessary or unwise to consider the Article at that time. This motion requires a majority vote and is debatable.

**RECONSIDERATION** - A motion may be made by a voter on the prevailing side to RECONSIDER an Article after it has been accepted or defeated. A two-thirds vote is required to reconsider the Article at the same session at which it was originally acted upon. A three-fourths vote is required for reconsideration at a subsequent session, in addition to the posting of a NOTICE OF INTENT TO RECONSIDER at Town Hall 6 hours prior to the session. A motion for reconsideration is debatable.

**POINT OF ORDER** - If a voter questions the legality or propriety of the proceedings, he may rise to a POINT OF ORDER. This is the only time that a voter does not need to be recognized by the Moderator to speak. If the objection is reasonable, the Moderator will take immediate steps to rectify it.

**ADJOURNMENT** - When all business in the Warrant has been completed, the Moderator says, "A motion for ADJOURNMENT is now in order," and the motion, the second and the vote are usually drowned out in the rush for the door.



# At Your Service

EMERGENCY NUMBERS - POLICE: 263-2911

FIRE: 263-9191

AMBULANCE: 263-9191

Be sure to give your name and address as well as the nature of your emergency. Do not hang up until you are sure your message has been understood.

## FOR ANSWERS ON:

Assessments  
Bills and Accounts  
Birth, Death, Marriage Certificates  
Building  
Cemeteries  
Civil Defense  
Conservation Commission  
Dog License  
Dog Problems  
Education Information  
Elections, Voting and Registration  
Engineering  
Finance  
Fire (Routine and Permits)  
Garbage and Refuse  
Health and Sanitation  
Highways and Streets  
Home Nursing  
Hunting and Fishing Licenses  
Library  
  
Licenses  
  
Mosquito Control  
Nurses (School)  
Nurses (School)  
Nurses (Town)  
Oil Burner Permits  
Planning  
Plumbing Permits  
Recreation  
Schools  
  
  
  
  
  
Selectmen  
Snow Removal  
Tax Collections  
Veterans' Services  
Water Problems  
Welfare Questions  
Wiring  
Wiring Permits  
Zoning

## CALL THE:

Board of Assessors  
Town Treasurer and Tax Collector  
Town Clerk's Office  
Building Inspector  
Cemetery Superintendent  
Director  
Forest Road  
Town Clerk's Office  
Dog Officer  
School Superintendent  
Town Clerk's Office  
Town Engineer's Office  
Chairman of Finance Committee  
Fire Department  
Board of Health  
Board of Health  
Highway Department  
Board of Health: Visiting Nurse  
Town Clerk's Office  
Librarian, Memorial Library  
Librarian, Citizens Library of West Acton  
Selectmen-Town Manager  
Board of Health  
Board of Health  
School Nurse, Junior & High  
Elementary Schools  
Town Nurse  
Fire Chief  
Chairman of Planning Board  
Board of Health  
Forest Road  
Carolyn T. Douglas School  
Julia L. McCarthy - Marion L. Towne School  
Florence A. Merriam School  
Paul P. Gates School  
Luther B. Conant School  
Acton-Boxborough Regional Junior High School  
Acton-Boxborough Regional High School  
Superintendent of Schools  
Town Office  
Highway Department  
Treasurer and Collector  
Veterans' Agent  
Water District (Not part of the Town of Acton)  
Welfare Board (Concord Office)  
Wire Inspector  
Forest Road  
Zoning Enforcement Officer

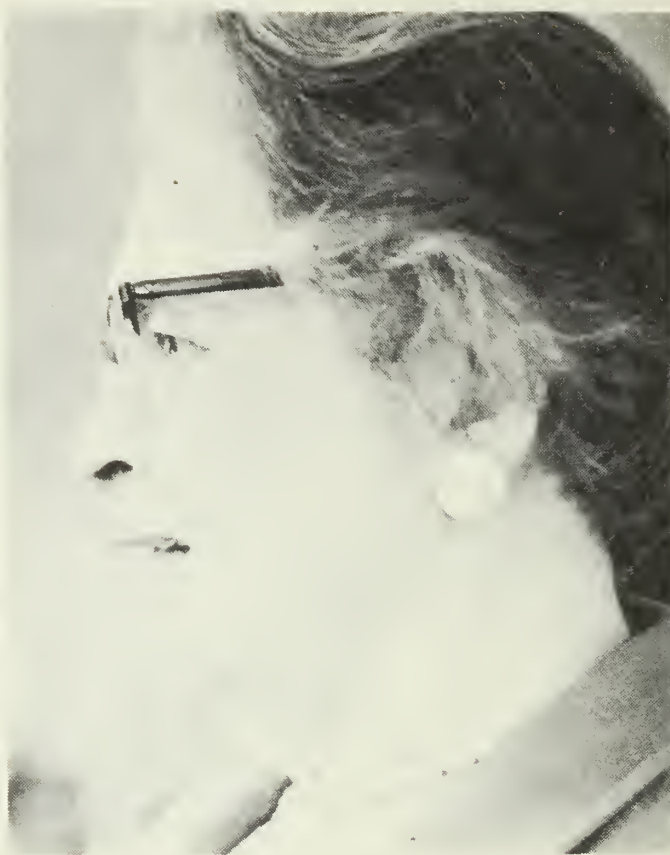
## TELEPHONE:

263-2966  
263-7018  
263-2761  
263-2709  
263-2240  
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369-1290  
263-5555  
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# ACTON 1978 TOWN REPORT







## DEDICATION

The Acton Board of Selectmen has voted to dedicate the 1978 Town Report to Katherine Mary Kinsley. Kitty, as she is known to her friends, has lived in West Acton all of her life.

She taught fourth grade in Maynard for 26 years and is a certified Massachusetts school psychologist. From 1974 to 1976, she was a trustee for the West Acton Citizens Library and was a charter member of both the Historical Society and the League of Women Voters in Acton.

In 1977, she initiated a petition drive to have traffic lights installed at the intersection of Mass Ave. and Central St. While an article to accomplish just that was defeated at a Special Town Meeting that fall, the corner became known as "Kitty's Corner" in recognition of her efforts.

The 1975 Acton Town Report featured an interview with Kitty and T. Frederick S. Kennedy, another life-long resident of the Town. In the interview, she recalled that as a young girl, "we would go over to Town Meeting and sit in the gallery. By the time we became voters, we naturally could take an active part in the debates."

And debates they were. "They were like Parliament," she noted. "The Town Meeting was a thing to look forward to every year. They used to have caucuses before each Town Meeting. On a cold night in February, you'd go over to these caucuses if you wanted to get elected.

"Up until the late 1920s, they used to have a Town Meeting that was an all-day affair. They'd go to the Town Hall and vote for Town offices and then they'd have a Town Meeting. The Grange would put on a big dinner at noon, and then they'd conduct school committee and other business in the afternoon. Around five or six o'clock, the Town Meeting ended so that the farmers could milk their cows."

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1978  
Acton, Mass.  
Annual town report  
Paperback Copy.

NOT FOR CIRCULATION

Acton Memorial Library  
Main Street  
Acton, Massachusetts, 01720  
263-2232

